

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, December 15, 2015 at 6:00 p.m. at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068.

Present and constituting a quorum were:

Nicole Gardner	Chairperson
Matt Biagetti	Vice Chairman
Maria Haney	Supervisor
Rooster Hendrix	Supervisor

Also present were:

Jim Oliver	District Manager
Jason Walters	District Counsel
Steve Andersen	Operations Manager
Amanda Rentsch	Riverside Management Services

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 none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 16, 2015 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes of the November 16, 2015 meeting. Are there any additions, corrections or deletions?

Mr. Biagetti responded on the first page my name says Mike instead of Matt.

On MOTION by Ms. Gardner seconded by Mr. Biagetti with all in favor the Minutes of the November 16, 2015 Meeting were approved as amended.
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FOURTH ORDER OF BUSINESS

Update Regarding Foreclosure Process

Mr. Walters stated as this board is aware, we have been in the process of attempting to reposition and deal with the unplatted/undeveloped property that has not paid its assessments in

some time. One of the things that we have always dealt with when you are talking going through the foreclosure process is getting a deed in lieu or working with the current landowner with the bondholders. We have our O&M assessments on that property, which are levied on an annual basis and then there are the debt assessments. The bondholders have a significant stake in that. There is upwards of \$3M in the property that is owed to the bondholders on that property, as well. We have been working with the bondholders to obtain guidance and to obtain funding on how we are going to reposition that. I have probably had a call a week with bondholders counsel. I have a call scheduled now with the bondholders over the next few days because the position we have taken is we are willing to explore any of those options but we want that direction in cooperation with the bondholders. That process has dragged on for some time now. We have now requested a funding agreement and the funding for operation and maintenance, while they determine what the best course of action is. I was talking to Jim prior to the meeting and to my frustration that funding hasn't come. I think it will come but at this point it has become extraordinarily frustrating in dealing with them. If they are not willing to provide that direction and tell us what to do then we are going to make our own decisions and they are going to have to live with what the consequences are.

Mr. Oliver stated I also had a conversation with Greenberg Traurig, who Jason is dealing with. I remain optimistic. I do think we will get this settled. This is based on other Districts that have been in the same scenario.

A resident asked is the bond debt exclusive to those lots or is for the whole development?

Mr. Walters responded when we issued the big bond in the beginning that was levied on all the property throughout the District. The same assessment that you have on your property, each lot in the undeveloped phase have the assessments on their property. It is all the same debt.

Mr. Oliver stated as long as you are paying your assessments then your lot is not impacted.

A resident stated but right now the rate we are paying is 5.4% and the market right now is about 3.5%. If we got that bond down to 3.5% then we would save everyone in this development \$800 a year on our CDD fees.

Mr. Oliver stated yes, but unfortunately the District can't get a good credit rating right now because 20% of the lots are not paying their assessments.

Mr. Walters stated regardless of what happens to the debt back there that will not impact any of the residents. If the entire debt is wiped out on all 150 homes back there then nothing will happen to your debt assessments.

A resident asked how long have you been in negotiations with the bondholders for?

Mr. Oliver responded it took us four years to settle in Aberdeen. We are about halfway through the process here. Based on the phone call I had the other day with Greenberg and Jason, I think we are turning a corner now. They did make a commitment before we went through the budget process last year that they would pay the legal bills through this process and give the District \$100,000 a year for O&M until we get through this. I haven't had any deals fall through yet, I realize that could happen, but I think Jason is talking to the right people.

A resident asked how many more years do we have on the bond?

Mr. Oliver responded 2037 is the maturity date. It is at 5.4% interest rate.

FIFTH ORDER OF BUSINESS

Discussion of Fence Encroachment Matter

Mr. Walters stated at the end of the last meeting we wanted to step back and look at both options. I believe everyone received the letter from the resident and also a letter from me outlining that process if we were to explore deeding that property rather than going through the easement process. I put this together to outline the process and to give an estimate for what I think the cost will be for each of those steps. From the District's perspective, we convey property all of the time. It is not a huge process for us. When you are dealing with an individual sometimes it is a little bumpier road. The key steps are taking a survey or legal description for that parcel. It is not a platted lot. You can't just point to it and say we want this piece conveyed, so we have to have a legal description to record to accurately describe the property. I was talking with Peter Ma and he put the price tag for that at \$400. Someone has to prepare that deed and attach the legal description. My estimate is around \$400 with \$200 for my time review it. Once that deed is executed and everything looks fine then I think there will be five pages for the deed and legal description and that came out to \$44. Another question for the resident is how they want to deal with title insurance. When you buy property, you get title insurance, which says you have good and right title to that property. If we convey that parcel

to them, they will have good and right title to that but they may want to have that insured by the same title agency. Certainly when they go to sell it, they are going to want to make sure it is all included in one piece. At the end of the day that is not a District issue. That is a landowner issue. I bring it up because that is something they may want to explore. From staff's perspective, we talked about two ways of accomplishing the conveyance. One, is to say to the resident that here is what we need you to do and if you accomplish all of these things come back to us and if we agree on a price for that property then we will convey it. Another way to do that conveyance is to say here are all of the costs and the perspective purchase price, if you write a check on deposit to cover all of these costs and the purchase price then we will do it. I would prepare the deed and the legal and get it recorded. Between the two conveyance options, I would rather there was a check written and we did it. We still also have the option to do an easement agreement.

Mr. Oliver stated I spoke to the resident after Jason prepared this memo. She said she was supportive of the conveyance. She would cover those costs, as well as the sales price that the board determined.

Ms. Gardner asked what is considered a reasonable sales price for that piece of property?

Mr. Oliver responded it is not a valuable piece of property but I mentioned that the sales price could be \$1,000 and she didn't object.

Mr. Walters stated we did a similar conveyance at a District in Duval County, where it was a triangular piece of property that we had to swap with a builder because of set backs from a pond. It was about half of the size of this piece and it came out to about \$500, so with this one being twice the size and a similar property in Northeast Florida.

Ms. Haney stated plus if you consider all of the staff time and resources that we have already put into the issue then the \$1,000 sounds more reasonable.

Ms. Gardner stated she suggests \$1,400 in her letter.

Mr. Walters stated I think that takes into account also paying the costs. She would be looking at \$1,800.

Ms. Gardner asked so it is not \$400 and then \$400 plus \$200?

Mr. Walters responded the one price would be if they had an attorney. If I prepare it then obviously I wouldn't have to review it. It would just be the \$400. If we did the work then

it would be \$845 and then the \$1,000 purchase price. If the board is comfortable then I will cap my fees at the \$400. The legal description fee is the estimate from Peter. I think that is going to be about right.

Mr. Oliver stated if she wrote a check to the District in the amount of \$1,845 to start the work and if there are any cost savings, she will be refunded the difference.

Mr. Biagetti stated initially I had the mindset of just doing the easement, which is done all the time. You just think of the future with other residents and hopefully we never have this situation again. Would it be more convenient for the resident to have us sell her the piece of property? Yes.

Mr. Hendrix asked would we be setting a precedence by selling it?

Mr. Walters responded you would be setting the precedence in the essence of someone could come here and say I have the same situation, so you have to give me the same thing but the reality is everything is fact specific. The only reason we are considering even looking at this is because we don't have any improvements in there. Each case has to be analyzed individually but someone could come say they want the same treatment but that doesn't bound you. This is pretty rare.

Ms. Haney stated I think this discourages folks from not doing the proper research and talking to the proper entities. I think granting an easement is the easy way out and it ultimately costs the District money because we are going to have to revisit the issue again.

Mr. Walters stated at this point I am really just looking for direction from the board.

On MOTION by Ms. Haney seconded by Mr. Biagetti with all in favor Sale of Property to Resident with Fence Encroachment Contingent upon Payment was approved.

SIXTH ORDER OF BUSINESS

Discussion of Policies Regarding Parking on District Owned Property and Common Areas

Mr. Oliver stated this was related to some audience comments we had at the last meeting about certain common areas being used as parking lots. Steve and staff have been working on solutions for this. One solution is to take our existing parking policy and extend that to some other common areas throughout the District.

Mr. Walters stated Jim included the parking policies as they stand in the agenda packages. When those policies were drafted, the main focus was on the amenity center. I think the primary focus of the policy that is written deals with the overnight long-term people that are using the amenity parking lot. We now deal with some folks that park in that triangular piece. Steve and I and Jim have discussed it and we think the update needs to be to separate out how we treat our amenity center parking lot and then how we treat our other common areas. At the amenity center people are supposed to park there and if they are there all day then that is okay. In the triangular piece, I think the reality is no one should ever park there or around any other common areas. The adjustment to our parking policy needs to be to separate it out and make it clear that there is never any parking in any other common area and those areas are subject to towing. Implementing that is the next step and that includes some signage.

Ms. Gardner stated I agree. My big concern is you have people parking where they shouldn't be parking. A couple days after our last meeting I sent Steve an email about a resident that was parked up on the grass at the corner of Night Owl Trail and Buggy Whip. They had to drive over the sidewalk and over the sprinkler heads to park up there. There is potential damage to the grass and sprinklers.

Mr. Walters stated this is an issue that we deal with at every community.

Mr. Oliver stated we cannot enforce the right-of-way parking. The streets are owned by the County.

Mr. Hendrix asked so how is this enforced? If we have a tour bus that is parked at that triangular area and is parked there overnight then how is that enforced? We don't know who it is. Are board members allowed to call the towing company and tell them to come pick it up.

Mr. Andersen responded if we implement what Jason is talking about then we will do an email blast to the residents and we will put neon stickers on the cars to warn them that they are parked illegally and they will get towed. We can warn them the first time.

Mr. Hendrix stated but my question is who is doing this because I am here on Saturday night and we have three cars parked in this parking lot or someone is parked on the grass down there.

Mr. Andersen stated you can call ASAP Towing.

Mr. Hendrix asked but what is the process? How is this enforced because putting up signs and doing email blasts doesn't do anything other than hopefully inform people that read their emails?

Mr. Andersen responded we did this in the parking lot here. We implemented the parking policy here at the amenity center two years ago and the amenity manager enforces this.

Mr. Hendrix stated but there are cars constantly parked overnight in this parking lot.

Mr. Andersen stated all you have to do is call ASAP Towing. You will not have to put a sticker on them though. The sticker is there just as we transition into towing them. I think the place that you brought Nicole may happen once. We are not going to tow the guy away just the one time. Maybe they don't know they are not supposed to drive across sidewalks, so we will give them a friendly reminder. If they do it again then we will put a sign up. Right now, it seems like the only major problem we have right now is at the end of Foggy Day.

Mr. Hendrix stated people are riding their four-wheelers and their trail bikes up and down the common areas on Camp Ridge.

Mr. Andersen stated we can take care of that with signage, so let's talk about that after the meeting.

Mr. Walters stated anytime you see four-wheelers where they are not supposed to be, feel free to call the County.

Mr. Hendrix asked does common area include when someone parked on the street and they decide to park halfway up on the grass?

Mr. Walters responded it does. When we start talking about streets, we are really limited to what we can do because they are County owned streets. We can work with the County if we are having a continual problem and perhaps they will send a sheriff's deputy out to write tickets. This is the language we are working from that we think will be sufficient here. We can obviously tweak it a little bit but for tonight's purposes you can approve a policy like this in substantial form.

Ms. Haney asked can we get an estimate on how much the signs will cost?

Mr. Rentsch responded ASAP puts the signs in and they are at no cost.

On MOTION by Ms. Gardner seconded by Mr. Hendrix with all in favor Resolution 2016-01 Policies Regarding Parking on District Owned Property and Common Areas was approved in substantial form with authorization for staff to finalize the policy and enforcement.

SEVENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Walters stated I will be circulating the Capital Conversations, which is a legislative update prepared by our firm. This year's session is early. It starts in January. A lot of bills are already moving. You will see in the most recent update, one is related to contractors. It will impact us but more so the contractors. There is another one that deals with website information. They just made it mandatory that all special Districts have websites. They have a laundry list of all of the things that should be on them. One year later, we are here with a new bill, which has two prominent sponsors and has already made it through committees. It seems to have some legs with some pretty exorbitant requirements now for special Districts. Cities and Counties somehow got exempt from these requirements. Some special Districts have microscopic budgets and this will probably cost \$15,000 to implement it. Our hope is that it will either get watered down or that it dies a slow death and doesn't make it through.

B. District Manager

There being none, the next item followed.

C. Engineer

There being none, the next item followed.

D. Operations Manager – Report

Mr. Andersen stated we took down all of the dead trees on Foggy Day. The palms have been trimmed up, except the ones across the street, which will be done soon. The fence on Tynes Boulevard was taken care of. I am getting proposals on the shade structures out here. I talked to James with the County to replace our missing signs that have been gone for three months now. We may end up getting the signs and doing it ourselves. I am still working with

Stephanie Kopelousos and the Clay County Superintendent of Schools about the school zone up here. The County Engineer is also involved in the four-way stop up here, as well as a possible stop sign going down Pine Ridge Parkway.

Ms. Haney stated I just hope that is something we keep fighting to get.

E. Amenity Manager

Ms. Rentsch stated our one treadmill was replaced with a new treadmill under warranty. The caps at all of the entries were all painted. The vinyl fence was pressure washed. I got the phone line installed in here. We are going to order a conference call phone. We had the holiday party on Friday. We had a great turnout.

Ms. Haney stated it was a nice party. Thank you very much.

Mr. Biagetti stated thank you. My family had a great time.

Mr. Oliver stated that is great that all four supervisors attended the event.

NINTH ORDER OF BUSINESS

Audience Comments/Supervisors' Requests

A resident asked where you talking about the easements that run between the homes, where the drainage has been preset to go all of the way down the pond?

Mr. Oliver responded this was a unique case where three years ago a homeowner had a fence installed and subsequently, she found out the fence was installed beyond her property line. She did not take the proper steps to go through the HOA management firm to get HOA approval. She brought in pictures of the fence and came to a board meeting. We sent her a letter and told her that her fence was on District property and that she would need to remove it. After she came to the meeting and after discussion with the board and the unique circumstances of that case, the board offered to give her an easement. She countered asking the board if she could buy that piece of land, which is a pretty small piece of land and not of great value.

A resident stated I was just thinking about the original design between the homes, where there was supposed to be a cement walkway going into the pond but there is nothing but weeds and dirt growing in there. I wondered if someone could purchase that and we could take care of it.

Mr. Walters stated if I am guessing where there are two houses, there is an easement that goes back to the pond and that is so we can access it and maintain it. There is usually no ownership rights. Your lot usually abuts to your neighbor's lot.

Mr. Oliver stated there are also some neighborhood connectivity pathways over there.

Mr. Andersen asked where do you live?

A resident responded on Wetland Ridge Circle. When we were at the model it showed a sidewalk that was supposed to go all of the way down to the pond and later on we were told they were no longer going to do that. It has now become a weed infestation now.

Mr. Andersen stated this is that circular thing we ran into over in that section. This is not an easement. This is actually District property in between these two homes and then there is a 10 foot section in there for a sidewalk because that is what the County wanted. When the homes were built, they ran the irrigation up to that point, so you have a five foot section in there that has no irrigation. A couple places they put the sod in and the sod died because we didn't have any rain and there is no irrigation for it. You can talk to me afterwards and we will see if there is something we can come up with.

A resident stated they have seeded common areas with a non St. Augustine Grass. According to HOA rules, we have to have St. Augustine Grass in our yards. I was wondering if that has been addressed before, so we could put our own grass down instead of St. Augustine Grass?

Mr. Andersen responded I understand what you are saying about the HOA for residential properties but in a lot of CDD common areas there is not St. Augustine Grass. We actually have Bermuda here in the field and there is Bahia in other areas. It depends on where the irrigation is. The Developer left it a mess over there and the board took the extra step over there to grade it out and put in some grass for now. A lot of parks over there were left natural.

A resident stated I also live on Wetland Ridge. I am a retired New York paramedic and I know a lot about children getting hit by bicycles. On my side of Wetland Ridge, where you come in and take a left the speed limit is 25 mph and that is a very short strip for going that fast. We should put up a 15 mph speed limit sign.

Mr. Oliver stated they are County owned roads.

Mr. Andersen stated we actually got the 30 mph speed limit to 25 mph.

A resident stated there is still a 30 mph post on the opposite side of the road.

Mr. Andersen stated I will be glad to call the County and see what we can do.

A resident asked can we have a children at play sign over there too?

Mr. Oliver responded we can request that, also.

A resident stated I have guests coming over at Christmas time from out of town. I have asked if they could park up here at the amenity center. Are you going to tow them?

Mr. Oliver asked are they going to park here over night?

A resident responded yes. They will be here for a full week.

Mr. Oliver asked is there street parking over there?

Ms. Gardner responded yes.

A resident stated I understand there is street parking but that street only has seven houses on each side.

Mr. Oliver stated we have not prepared for this discussion. We have a District at Bartram Springs, where 72-hour parking can be coordinated in such instances. We can do something on an interim basis to get us through the holiday period and then we can relook at this at the January meeting.

Ms. Gardner stated I think we would have to limit the number of cars to each household. I live on the corner and on Thanksgiving there were seven cars parked next to my house all weekend long. It is not ideal but you can park on the street. I have no problem if we allow them to park up here on a short term basis but I think there needs to be limit per household.

A resident stated I have a unique situation because we have such a small street. We would consider parking all of the way towards the end of the amenity center parking lot.

Ms. Gardner stated but if we make exceptions for one person then we will have others that will look for concessions, as well.

A resident stated my last issue is the quality of the crab grass that is being put down. I look at St. Augustine Grass as crab grass. The difference between the grass that has already been put down at the homes and the grass that is being put down is a huge difference.

Mr. Oliver stated this board doesn't have any authority over private property lawns.

A resident asked what is your policy about the pond maintenance providers and walking in your lawn because it happened to me the other day and it startled me? He strapped

on a pack and walked around the lake. Is it possible that they could ring your doorbell and let you know they are going to come on your property?

Mr. Andersen asked was he in your backyard or was he in the slope?

A resident responded he came through my yard and I didn't know who it was.

Mr. Andersen asked is this where he normally drives his boat thru?

A resident responded no. He drives his boat on the far end of the pond. His boat and his truck was parked on the street in front of my house.

Mr. Andersen stated I will get your address and take a look at it. The last 25 feet from the water's edge up the slope is actually District property. If they are walking between your home then that shouldn't happen unless there is an easement there. What is your address?

A resident responded it is 4903 Creek Bluff Lane.

A resident asked is there a piece of land back here that could be used for parking? If there is then you could put down gravel and charge them so much money to park their recreational vehicles at.

Mr. Oliver responded we will look into it. Zoning will have a lot to do with that, as well as funding and environmental requirements.

A resident asked is there anyway we can put more lights up?

Mr. Oliver responded we want to put more lights in but we need more money to put more lights in. We are still going through a foreclosure process with 20% of the lands in the District. Once we are healthy financially, we can take a look at capital projects like that but right now, we don't have money for that right now.

A resident stated I brought up two issues at the last meeting. I know you addressed the parking at the end of Foggy Day today. I think when I talked to Steve originally he was going to check on a plan or survey or a chart where there was electric put in for the lights because I guess they were prewired prior to the light poles going up. I never found out if there was a light fixture there. I wondered if there was a light somewhere in that intersection on that corner that was never put in because it never got finished. I know if the electric was not there then it would be very costly but if the electric is there and the box is there underground then it would be the cost of the pole to get a light there. If the no parking sign works there then great but I think you should also consider putting in some kind of barrier there.

TENTH ORDER OF BUSINESS

Financials:

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending November 30, 2015

Mr. Oliver stated included in your agenda package is a copy of the balance sheet and income statement as of November 30, 2015.

B. Approval of Check Register

Mr. Oliver stated included in your agenda package are the check registers for October and November.

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

C. Assessment Receipts Schedule

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

ELEVENTH ORDER OF BUSINESS

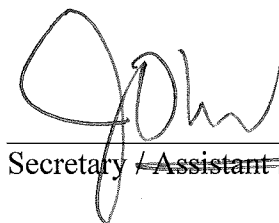
Next Scheduled Meeting – January 16, 2016 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Mr. Oliver stated the next scheduled meeting has been changed to January 16, 2016 at 6:00 p.m. at this location.

TWELFTH ORDER OF BUSINESS

Adjournment

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


Secretary ~~Assistant Secretary~~


Chairman / ~~Vice Chairman~~