

# ***PINE RIDGE PLANTATION***

*Community Development District*

*April 17, 2018*

## Pine Ridge Plantation Community Development District

475 West Town Place, Suite 114, St. Augustine, Florida 32092

P: (904) 940-5850 • F: (904) 940-5899

April 10, 2018

Board of Supervisors  
Pine Ridge Plantation  
Community Development District

Dear Board Members:

The Special Meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held Tuesday, April 17, 2018 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of the Minutes of the March 20, 2018 Meeting
- IV. Acceptance of the Minutes of the March 20, 2018 Audit Committee Meeting
- V. Update Regarding Series 2006 Bond Restructuring/Foreclosure Actions
- VI. Consideration of Landscape Improvement Proposals
- VII. Board Guidance Regarding Preparation of Proposed Fiscal Year 2019 Budget
- VIII. Other Business
- IX. Audience Comments / Supervisor's Requests
- X. Financial Statements
  - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending March 31, 2018
  - B. Assessment Receipts Schedule
  - C. Approval of Check Register
- XI. Next Scheduled Meeting – May 15, 2018 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center
- XII. Adjournment

A copy of the minutes of the March 20, 2018 meeting will be provided under separate cover.

The fourth order of business is acceptance of the minutes of the March 20, 2018 audit committee meeting. A copy of the minutes is enclosed for your review.

The fourth order of business is consideration of landscape improvement proposals.  
Enclosed for your review are proposals.

Copies of the Balance Sheet and Statement of Revenues & Expenditures, Assessment Receipts Schedule and Check Register are enclosed for your review.

If you have any questions, please contact me.

Sincerely,

*James Oliver*

James Oliver  
District Manager

cc:	Jason Walters	Ernesto Torres	Linda Heiberger
	Peter Ma	Steve Andersen	
	Darrin Mossing	Rich Whetsel	
	Danny Tyler	Amanda Rentsch	

# *AGENDA*



***Pine Ridge Plantation  
Community Development District  
Agenda***

**Special Meeting**

Tuesday  
April 17, 2018  
6:00 p.m.

Pine Ridge Plantation Amenity Center  
4200 Pine Ridge Parkway  
Middleburg, Florida 32068

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

- I. Roll Call
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## *FOURTH ORDER OF BUSINESS*

MINUTES OF MEETING  
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

An audit committee meeting of the Pine Ridge Plantation Community Development District was held on Tuesday, March 20, 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
Jerry Ritchie	Supervisor

Also present were:

Jim Oliver	District Manager
Jason Walters	District Counsel
Steve Andersen	Operations Manager
Amanda Ferguson	Amenity Center Manager
Stephen DuBois	Riverside Management Services
Ernesto Torres	Governmental Management Services

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Review and Ranking of Audit Proposals  
Received in Response to the RFP**

Mr. Oliver stated have received three proposals for audit services. At the last meeting, you approved audit evaluation criteria and directed staff to issue a request for proposals. I have ranked these proposals in accordance with the evaluation criteria. Berger, Toombs, Elam, Gaines & Frank is the current auditor. Both Berger, Toombs and Grau & Associates do a lot of audit work for CDDs throughout Florida, as you can see in their proposals. McDirmit Davis also has significant CDD experience. For understanding the scope of work and ability to furnish the required services everyone received 20 points. Berger, Toombs has the lowest price at a cost of \$3,100 for year one for a total price of \$9,300 for three years, so they received 20 points. Grau & Associates earned 18.78 points and McDirmit Davis received 17.71 points.

The total points awarded are 100 points for Berger, Toombs, 97.78 points for Grau & Associates and 93.71 for McDirmit Davis.

On MOTION by Mr. Ritchie seconded by Mr. Biagetti with all in favor the ranking of Berger, Toombs, Elam, Gaines & Frank first, Grau and Associates second, and McDirmit Davis was approved.

**THIRD ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

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

*SIXTH ORDER OF BUSINESS*

# PRCDD Cost comparison for landscape.

Type	Spec	Quantity	R&D		Tree Amigos		Pat's Nursery	
			price	total	price	total		
nellie stevens	45 gallon	2	\$375.00	\$750.00	\$375.00	\$750.00	\$495.00	\$ 990.00
Asian jasmine	1 gal	60	\$5.50	\$330.00	\$6.50	\$390.00	\$6.00	\$ 360.00
Jack Frost ligustrum	3 gal	120	\$12.00	\$1,440.00	\$15.50	\$1,860.00	\$15.00	\$ 1,800.00
Loropetalum	3 gal	26	\$12.00	\$312.00	\$16.00	\$416.00	\$15.00	\$ 390.00
Loropetalum	3 gal	76	\$12.00	\$912.00	\$16.00	\$1,216.00	\$15.00	\$ 1,140.00
Muhly Grass	3 gal	6	\$12.00	\$72.00	\$15.00	\$90.00	\$15.00	\$ 90.00
Asiatic Jasmine	4" tray	128	\$38.00	\$4,864.00	\$29.50	\$3,776.00	\$36.00	\$ 4,608.00
Parsoni Juniper	3 gal	31	\$12.00	\$372.00	\$15.50	\$480.50	\$15.00	\$ 465.00
St Augustine Sod	sq ft	5000	\$0.80	\$4,000.00	\$0.85	\$4,250.00	\$1.00	\$ 5,000.00
Delivery/mobilization				inc above		\$200.00		tbd
Grade/Prep				inc above		300		tbd
Dump fee				inc above		125		inc above
Warranty				Included		Not Offered		6 months
Total without transplant				\$13,052.00		\$13,853.50		\$ 14,843.00

Notes: Pat's nursery cannot install until early July per Jimmy.





R&D Landscape & Irrigation, Inc.  
P.O. Box 24271 Jacksonville, FL 32241  
Ph (904) 737-9733 Fx (904) 737-2240  
rndlandscape.com

REV. PROP #L24107

**R & D LANDSCAPE & IRRIGATION, INC.  
LANDSCAPE PROPOSAL  
FOR PINE RIDGE CDD**

**GENERAL PROVISIONS**

1. This proposal is for landscape services.
2. R & D Landscape and Irrigation will provide the labor and materials.
3. Prices on proposal are good for 15 days due to increasing material cost, after 15 days please call to confirm price.

**SERVICES CONTRACTOR WILL PERFORM**

1. We propose, inside the pool amenities, remove majestic beauty. =\$15.00
2. Install two 6'-8' Nellie Stevens Holly to corner to match. =\$750.00 Unit price =\$246.10  
Labor & Warranty price =\$128.90
3. Install 60 (1 Gal) Asian Jasmine to fill. =\$330.00 00 Unit price =\$3.09 Labor & Warranty  
price =\$2.41
4. At the intersection of Tynes Blvd. and Pine Ridge Pkwy. in the Northwest corner, we  
propose to remove the Juniper. =\$100.00
5. In this area, install 24 (3 Gal) Jack Frost. =\$288.00 00 Unit price =\$6.95 Labor &  
Warranty price =\$5.05
6. In the Southwest corner, install 24 (3 Gal) Jack Frost. =\$288.00 Unit price =\$6.95 Labor  
& Warranty price =\$5.05
7. In the Southeast corner, install 26 (3 Gal) Loropetalum. =\$312.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
8. In the same area, install 24 (3 Gal) Jack Frost Ligustrum. =\$288.00 Unit price =\$6.95  
Labor & Warranty price =\$5.05
9. In the Northeast corner, install 26 (3 Gal) Loropetalum. =\$312.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
10. In this same area, install 24 (3 Gal) Jack Frost Ligustrum. =\$288.00 Unit price =\$6.95  
Labor & Warranty price =\$5.05
11. At the middle sign on the West side North of Tynes Elementary, we propose to install 24  
(3 Gal) Loropetalum. =\$288.00 Unit price =\$7.49 Labor & Warranty price =\$4.51
12. In this same area, install 24 (3 Gal) Jack Frost Ligustrum. =\$288.00 Unit price =\$6.95  
Labor & Warranty price =\$5.05
13. At the South sign by Jennings Point and Tynes Blvd., we propose to install 6 (3 Gal) Pink  
Muhly Grass. =\$72.00 Unit price =\$6.15 Labor & Warranty price =\$5.85
14. On the traffic islands along Pine Ridge Pkwy., we propose to transplant all salvageable  
Muhly grass to the berm along Tynes Blvd. to fill in bare areas. Price is per island \$75 x  
9 islands (see below for breakdown):
  - At the islands coming in from Tynes Blvd. heading West on Pine Ridge Pkwy.  
numbered island #1, island #2 and so on.





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rndlandscape.com

1. Island #1- Nothing.
2. Island #2-
  - Transplant Muhly Grass. =\$75.00
  - At this same island, install 16 trays of Asiatic Jasmine (4"). =\$608.00  
Unit price =\$21.19 Labor & Warranty price =\$16.81
3. Island #3-
  - Transplant Muhly Grass. =\$75.00
  - Install 10 (3 Gal) Loropetalum to the East end. =\$140.00 Unit price  
=\$7.49 Labor & Warranty price =\$4.51
  - Install 8 Trays of (4") Asiatic Jasmine. =\$304.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
4. Island #4-
  - Transplant Muhly. =\$75.00
  - Install 12 trays of (4") Asiatic Jasmine. =\$456.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
5. Island #5-
  - Transplant Muhly. =\$75.00
  - Install 16 trays of (4") Asiatic Jasmine. =\$608.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
6. Island #6-
  - Transplant Muhly. =\$75.00
  - Install 4 (3 Gal) Parsoni Juniper to the West end. =\$48.00 Unit price  
=\$6.15 Labor & Warranty price =\$5.85
  - Install 16 trays of (4") Asiatic Jasmine. =\$608.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
  - Install 2 (3 Gal) Parsoni Juniper to East end. =\$24.00 Unit price  
=\$6.15 Labor & Warranty price =\$5.85
7. Island #7-
  - Transplant Muhly. =\$75.00
  - Install 8 (3 Gal) Parsoni Juniper. =\$96.00 Unit price =\$6.15 Labor &  
Warranty price =\$5.85
  - Install 16 trays of (4") Asiatic Jasmine. =\$608.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
  - Install 1 (3 Gal) Loropetalum to East end. =\$14.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
  - Install 3 (3 Gal) Parsoni Juniper to East end. =\$36.00 Unit price  
=\$6.15 Labor & Warranty price =\$5.85
8. Island #8-
  - Transplant Muhly. =\$75.00
  - Install 16 trays of (4") Asiatic Jasmine. =\$608.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
  - Install 1 (3 Gal) Loropetalum to East end. =\$14.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
  - Install 8 (3 Gal) Parsoni Juniper to East end. =\$96.00 Unit price  
=\$6.15 Labor & Warranty price =\$5.85



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radlandscape.com

9. Island #9-

- Transplant Muhly. =\$75.00
- Install 2 (3 Gal) Loropetalum to West end. =\$28.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
- Install 16 trays (4") Asiatic Jasmine. =\$608.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81

10. Island #10-

- Transplant Muhly. =\$75.00
- Install 6 (3 Gal) Parsoni Juniper to West end. =\$72.00 Unit price  
=\$6.15 Labor & Warranty price =\$5.85
- Install 4 (3 Gal) Loropetalum to West end. =\$56.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
- Install 12 trays of (4") Asiatic Jasmine. =\$456.00 Unit price =\$21.19  
Labor & Warranty price =\$16.81
- Install 8 (3 Gal) Loropetalum to East end. =\$112.00 Unit price =\$7.49  
Labor & Warranty price =\$4.51
- Along Tynes Blvd. replace declining sod with 10 pallets of St.  
Augustine sod. =\$4,000.00 Unit price =\$204.37 Labor & Warranty  
price =\$195.63

### COMPENSATION

The above described services shall be performed for Payment of Thirteen Thousand Eight Hundred and Ninety-Four Dollars (\$13,894.00) will be due upon completion of work.

### ACCEPTANCE OF PROPOSAL

R & D Landscape & Irrigation Inc.

GMS

Attn: Steve Anderson

By: \_\_\_\_\_

John Fife

April 10, 2018

By: \_\_\_\_\_

\_\_\_\_\_, 2018





# Tree Amigos

Outdoor Services

## Quotation

Quote #: 9545

Date: 04/05/2018

Billed To: Andersen, Steve

Project:

*PRCDD*

This quote is valid until: 05/05/2018

Description	Common Name	Quantity	Price	Ext Price
Landscape Installation				
Ilex Nelli R. Steven <i>6" x 7.5' 45 gallon</i>	Nellie Steven Holly	2.00	<del>300.00</del> <i>375<sup>00</sup></i>	600.00
Trachelopserum Asiaticum 1gal	Asiatic Jasmine	60.00	6.50	390.00
Jack Frost 3gal	Jack Frost	120.00	15.50	1,860.00
Chinese Loropetalum 3gal	Loropetalum	26.00	16.00	416.00
Chinese Loropetalum 3gal	Loropetalum	76.00	16.00	1,216.00
Muhlenbergia Capillaris 3gal	Muhly Grass	6.00	15.00	90.00
Asiaticum 4"tray PER TRAY \$ (18 jasmine per tray)	Asiatic Jasmine <i>per 4" 3.25</i>	128.00	29.50	3,776.00
Parsoni Juniper 3gal	Parsoni	31.00	15.50	480.50
St. Augustine Floratam	St. Augustine Florat	5,000.00	0.85	4,250.00
Delivery & Mobilization	Delivery	1.00	200.00	200.00
Grade/Prep	Grade	1.00	300.00	300.00
Mulch - yards	Mulch	7.00	45.00	315.00
Irrigation (budget only)	Irrigation	1.00	250.00	250.00
Dump Fee	Dump Fee	1.00	125.00	125.00

### Notes

Total: **\$14,268.50**



Installed  
each

Type	Spec	Quantity	price	total
nellie stevens	45 gallon	2	495. <sup>00</sup>	990. <sup>00</sup> Plus Tax
Asian jasmine	1 gal	60	6. <sup>00</sup>	360. <sup>00</sup> " "
Jack Frost ligustrum	3 gal	120	15. <sup>00</sup>	1800. <sup>00</sup> " "
Loropetalum	3 gal	26	15. <sup>00</sup>	390. <sup>00</sup> " "
Loropetalum	3 gal	76	15. <sup>00</sup>	1140. <sup>00</sup> " "
Muhly Grass	3 gal	6	15. <sup>00</sup>	90. <sup>00</sup> " "
Asiatic Jasmine	4" tray	128	4. <sup>00</sup> each plant	512. <sup>00</sup> " "
Parsoni Juniper	3 gal	31	15. <sup>00</sup>	465. <sup>00</sup> " "
St Augustine Sod	sq ft	5000	100. <sup>00</sup> 13 pellets	5200. <sup>00</sup> " "
Delivery/mobilization				
Grade/Prep				

Timmy at  
Pat's Nursery

## *TENTH ORDER OF BUSINESS*

4.



**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
**March 31, 2018**

	<u>Governmental Fund Types</u>				
	<u>General</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals 2018</u>
<u>ASSETS:</u>					
CASH	\$410,565	\$308,324	---	---	\$718,890
Due from Debt Service	\$3,433	---	---	---	\$3,433
INVESTMENTS					
Reserve A	---	---	\$71,860	---	\$71,860
Revenue A	---	---	\$858,968	---	\$858,968
Construction	---	---	---	\$4,336	\$4,336
State Board	\$192,069	---	---	---	\$192,069
TOTAL ASSETS	<u>\$606,068</u>	<u>\$308,324</u>	<u>\$930,829</u>	<u>\$4,336</u>	<u>\$1,849,557</u>
<u>LIABILITIES:</u>					
ACCOUNTS PAYABLE	\$6,452	\$0	---	---	\$6,452
DUE TO OTHER	\$0	---	---	---	\$0
FUND BALANCES:					
UNASSIGNED	\$599,616	---	---	---	\$599,616
RESTRICTED FOR DEBT SERVICE	---	---	\$930,829	---	\$930,829
RESTRICTED FOR CAPITAL PROJECTS	---	\$308,324	---	\$4,336	\$312,660
TOTAL LIABILITIES & FUND EQUITY					
& OTHER CREDITS	<u>\$606,068</u>	<u>\$308,324</u>	<u>\$930,829</u>	<u>\$4,336</u>	<u>\$1,849,557</u>

**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**

Statement of Revenues & Expenditures  
For The Period Ending  
March 31, 2018

**REVENUES:**

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/2018	ACTUAL THRU 3/31/2018	VARIANCE
Assessments - Tax Collector	\$429,471	\$419,721	\$419,721	\$0
Assessments - Direct	\$108,098	\$108,098	\$115,000	\$6,902
Interest Income	\$1,000	\$500	\$1,614	\$1,114
Misc/Facility Rental Income	\$3,000	\$3,000	\$3,000	\$0
<b>TOTAL REVENUES</b>	<b>\$541,569</b>	<b>\$531,319</b>	<b>\$539,335</b>	<b>\$8,016</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

Supervisors Fees/FICA Taxes	\$10,334	\$5,167	\$4,091	\$1,076
Engineering	\$7,000	\$3,500	\$390	\$3,110
Arbitrage	\$1,200	\$0	\$0	\$0
Dissemination	\$5,000	\$2,500	\$2,500	(\$0)
Assessment Roll	\$5,520	\$5,520	\$5,260	\$260
Attorney	\$20,000	\$10,000	\$3,498	\$6,503
Annual Audit	\$3,350	\$0	\$0	\$0
Trustee	\$6,000	\$0	\$0	\$0
Management Fees	\$44,290	\$22,145	\$22,145	\$0
Computer Time	\$1,000	\$500	\$500	\$0
Telephone	\$350	\$175	\$133	\$42
Postage	\$500	\$250	\$280	(\$30)
Printing & Binding	\$1,200	\$600	\$534	\$66
Insurance	\$7,893	\$7,893	\$7,441	\$452
Legal Advertising	\$2,000	\$1,000	\$257	\$744
Other Current Charges	\$300	\$150	\$68	\$82
Website Domain	\$1,200	\$600	\$600	\$0
Office Supplies	\$250	\$125	\$368	(\$243)
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>\$117,562</b>	<b>\$60,300</b>	<b>\$48,239</b>	<b>\$12,061</b>

**GROUNDS MAINTENANCE:**

Electric	\$3,000	\$1,500	\$989	\$511
Water	\$21,000	\$10,500	\$20,065	(\$9,565)
Repairs And Maintenance	\$20,000	\$10,000	\$12,891	(\$2,891)
Landscape Maintenance	\$100,000	\$50,000	\$45,678	\$4,322
Lake Maintenance	\$8,670	\$4,335	\$3,863	\$472
Contingencies	\$593	\$297	\$550	(\$254)
<b>GROUNDS MAINTENANCE EXPENDITURES</b>	<b>\$153,263</b>	<b>\$76,632</b>	<b>\$84,036</b>	<b>(\$7,404)</b>

**PINE RIDGE PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

**GENERAL FUND**

*Statement of Revenues & Expenditures*

*For The Period Ending*

March 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/2018	ACTUAL THRU 3/31/2018	VARIANCE
<b><u>AMENITY CENTER</u></b>				
Insurance	\$8,398	\$8,398	\$7,998	\$400
General Facility Maintenance	\$15,000	\$7,500	\$8,778	(\$1,278)
Repairs & Replacements	\$10,000	\$5,000	\$11,083	(\$6,083)
Recreational Passes	\$500	\$250	\$0	\$250
Postage	\$100	\$50	\$0	\$50
Printing & Email Marketing	\$125	\$63	\$0	\$63
Office Supplies	\$700	\$350	\$105	\$245
Other Current Charges	\$250	\$125	\$0	\$125
Permit Fees	\$250	\$125	\$0	\$125
Contingency	\$5,000	\$2,500	\$0	\$2,500
Amenity Management	\$49,440	\$24,720	\$24,720	\$0
Facility Assistant	\$24,561	\$12,281	\$0	\$12,281
Special Events	\$10,000	\$5,000	\$5,690	(\$690)
<b><u>Utilities</u></b>				
Water & Sewer	\$3,500	\$1,750	\$1,922	(\$172)
Electric	\$23,000	\$11,500	\$11,400	\$100
Telephone	\$2,500	\$1,250	\$1,634	(\$384)
Internet	\$1,360	\$680	\$590	\$90
<b><u>Management Contracts</u></b>				
Field Management Services	\$20,000	\$10,000	\$10,000	(\$0)
Lifeguards	\$15,000	\$0	\$0	\$0
Pool Maintenance	\$12,100	\$6,050	\$6,416	(\$366)
Pool Chemicals	\$11,020	\$5,510	\$5,664	(\$154)
Janitorial	\$7,740	\$3,870	\$3,870	\$0
Janitorial Supplies	\$1,200	\$600	\$581	\$19
Refuse Service	\$4,000	\$2,000	\$2,388	(\$388)
Security	\$10,000	\$5,000	\$5,930	(\$930)
Capital Projects	\$35,000	\$17,500	\$0	\$17,500
<b>AMENITY CENTER EXPENDITURES</b>	<b>\$270,744</b>	<b>\$132,071</b>	<b>\$108,768</b>	<b>\$23,303</b>
<b>TOTAL EXPENDITURES</b>	<b>\$541,569</b>	<b>\$269,003</b>	<b>\$241,043</b>	<b>\$27,960</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$298,292</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$301,324</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$599,616</b>	

**PINE RIDGE PLANTATION**  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
Month-to-Month  
For The Year Ending 9/30/18

[illegible]

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees/Taxes	\$10,334	\$1,077	\$1,077	\$0	\$1,077	\$0	\$861		\$4,091
Engineering	\$7,000	\$0	\$0	\$390	\$0	\$0	\$0		\$390
Attorney	\$20,000	\$690	\$1,561	\$0	\$1,247	\$0	\$0		\$3,498
Annual Audit	\$3,350	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Assessment Roll	\$5,520	\$5,260	\$0	\$0	\$0	\$0	\$0		\$5,260
Arbitrage	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Trustee	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Dissemination	\$5,000	\$417	\$417	\$417	\$417	\$417	\$417		\$2,500
Management Fees	\$44,290	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691		\$22,145
Computer Time	\$1,000	\$83	\$83	\$83	\$83	\$83	\$83		\$500
Telephone	\$350	\$0	\$39	\$16	\$60	\$0	\$19		\$133
Postage	\$500	\$36	\$105	\$9	\$89	\$9	\$32		\$280
Printing & Binding	\$1,200	\$176	\$36	\$119	\$5	\$199	\$0		\$534
Insurance	\$7,893	\$7,441	\$0	\$0	\$0	\$0	\$0		\$7,441
Legal Advertising	\$2,000	\$130	\$0	\$0	\$61	\$0	\$66		\$257
Other Current Charges	\$300	\$0	\$45	\$0	\$8	\$15	\$0		\$68
Website Domain	\$1,200	\$100	\$100	\$100	\$100	\$100	\$100		\$600
Office Supplies	\$250	\$152	\$196	\$10	\$0	\$10	\$0		\$368
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0		\$175
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>\$117,562</b>	<b>\$19,427</b>	<b>\$7,348</b>	<b>\$4,834</b>	<b>\$6,836</b>	<b>\$4,524</b>	<b>\$5,269</b>	<b>\$0 \$0 \$0 \$0 \$0 \$0</b>	<b>\$48,239</b>

GROUNDS MAINTENANCE:

[illegible]

*PINE RIDGE  
COMMUNITY DEVELOPMENT DISTRICT*

[illegible]

**PINE RIDGE PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT**

**RESERVE FUND**

*Statement of Revenues & Expenditures*

*For The Period Ending*

*March 31, 2018*

**REVENUES:**

Capital Reserve Funding

\$35,000

\$0

\$0

\$0

**TOTAL REVENUES**

\$35,000

\$0

\$0

\$0

**EXPENDITURES:**

Maintenance Reserve (1)

\$0

\$0

\$5,900

(\$5,900)

**TOTAL EXPENDITURES**

\$0

\$0

\$5,900

(\$5,900)

**EXCESS REVENUES (EXPENDITURES)**

\$35,000

(\$5,900)

**FUND BALANCE - Beginning**

\$317,963

\$314,224

**FUND BALANCE - Ending**

\$352,963

\$308,324

(1) Represents new marcasite for the swimming pool.

**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**

**DEBT SERVICE FUND 2006A**  
**Statement of Revenues & Expenditures**

For The Period Ending  
March 31, 2018

**REVENUES:**

	ADOPTED BUDGET	PRORATED THRU 3/31/2018	ACTUAL THRU 3/31/2018	VARIANCE
Assessments - Tax Roll	\$727,641	\$727,641	\$972,517	\$244,876
Interest Income	\$250	\$125	\$2,218	\$2,093
<b>TOTAL REVENUES</b>	<b>\$727,891</b>	<b>\$727,766</b>	<b>\$974,735</b>	<b>\$246,969</b>

**EXPENDITURES:**

Interest Expense - 11/1	\$306,585	\$306,585	\$306,585	\$0
Principal Expense - 5/1	\$325,000	\$0	\$0	\$0
Interest Expense - 5/1	\$306,585	\$0	\$0	\$0
Other Debt Service Costs	\$0	\$0	\$99,205	(\$99,205)
<b>TOTAL EXPENDITURES</b>	<b>\$938,170</b>	<b>\$306,585</b>	<b>\$405,790</b>	<b>(\$99,205)</b>

**OTHERS SOURCES/(USES):**

Transfer from Reserve	\$206,594	\$206,594	\$0	(\$206,594)
Interfund Transfer In/(Out)	\$0	\$0	(\$115,000)	(\$115,000)
<b>TOTAL OTHER</b>	<b>\$206,594</b>	<b>\$206,594</b>	<b>(\$115,000)</b>	<b>(\$321,594)</b>

**EXCESS REVENUES (EXPENDITURES)**

<b>(\$3,685)</b>	<b>\$453,945</b>
------------------	------------------

**FUND BALANCE - Beginning**

<b>\$314,820</b>	<b>\$476,884</b>
------------------	------------------

**FUND BALANCE - Ending**

<b><u>\$311,135</u></b>	<b><u>\$930,829</u></b>
-------------------------	-------------------------

**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**

**CAPITAL PROJECT FUND 2006 A/B**  
**Statement of Revenues & Expenditures**

For The Period Ending  
 March 31, 2018

**REVENUES:**

**INTEREST INCOME:**

Construction

ADOPTED BUDGET	PRORATED THRU 3/31/2018	ACTUAL THRU 3/31/2018	VARIANCE
\$0	\$0	\$17	\$17

**TOTAL REVENUES**

\$0	\$0	\$17	\$17
-----	-----	------	------

**EXPENDITURES:**

Improvements

\$0	\$0	\$0	\$0
-----	-----	-----	-----

**TOTAL EXPENDITURES**

\$0	\$0	\$0	\$0
-----	-----	-----	-----

**EXCESS REVENUES (EXPENDITURES)**

\$0		\$17	
-----	--	------	--

**FUND BALANCE - Beginning**

\$4,319

**FUND BALANCE - Ending**

\$4,336



**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**

<i>Bond Issue:</i>	<b><u>Series 2006A Special Assessment Bonds</u></b>
<i>Original Issue Amount:</i>	\$14,090,000
<i>Interest Rate:</i>	5.40%
<i>Maturity Date:</i>	May 1, 2037
<i>Reserve Fund Requirement:</i>	Lesser of: (i) Max Annual Debt Service for Bonds Outstanding (ii) 125% of Average Debt Service for Bonds Outstanding (iii) 10% of Original proceeds

<i>Bonds outstanding - 9/30/13</i>	\$12,540,000
<i>Less:</i>	
11/1/2013	\$0
5/1/2014	(\$260,000) Mandatory
5/1/2014	(\$15,000) Special Call
11/1/2014	(\$35,000) Special Call
5/1/2015	(\$275,000) Mandatory
5/1/2015	(\$5,000) Special Call
5/1/2016	(\$290,000) Mandatory
5/1/2017	(\$305,000) Mandatory
<i>Current Bonds Outstanding:</i>	<u><u>\$11,355,000</u></u>

*B.*

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**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2018 SUMMARY OF ASSESSMENTS**

ASSESSED	# UNITS ASSESSED	SERIES 2006 DEBT ASSESSED	FY18 O&M ASSESSED	TOTAL ASSESSED
TYNES PARTNERS	155	(1)	113,210.45	113,210.45
NET TAX ROLL	587	716,913.54	428,727.54	1,145,641.08
<b>TOTAL ASSESSED NET</b>	<b>742</b>	<b>716,913.54</b>	<b>541,937.99</b>	<b>1,258,851.53</b>

RECEIVED	BALANCE DUE	SERIES 2006 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TYNES PARTNERS	113,210.45	-	-	-
TAX ROLL	24,066.68	701,853.22	419,721.18	1,121,574.40
<b>TOTAL RECEIPTS</b>	<b>137,277.13</b>	<b>701,853.22</b>	<b>419,721.18</b>	<b>1,121,574.40</b>

Direct invoice due 50% by 12/1/17, 25% by 2/1/18, 25% by 5/1/18

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2006 DEBT RECEIVED	O&M RECEIVED	TOTAL
1	11/15/2017	12,814.68	7,663.41	20,478.09
2	11/30/2017	98,252.19	58,756.62	157,008.81
3	12/12/2017	555,835.13	332,399.68	888,234.81
4	12/21/2017	25,808.51	15,433.97	41,242.48
5	1/18/2018	808.53	483.51	1,292.04
6	2/20/2018	2,592.84	1,550.57	4,143.41
7	3/19/2018	5,741.34	3,433.42	9,174.76
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
<b>TOTAL FY18 TAX ROLL RECEIPTS</b>		<b>701,853.22</b>	<b>419,721.18</b>	<b>1,121,574.40</b>

**PRIOR YRS RECEIPTS                      3/19/2018                      406,345.63                      270,663.58                      135,682.05**

<b>% TAX ROLL COLLECTED FY18</b>	<b>97.90%</b>	<b>97.90%</b>	<b>97.90%</b>
<b>TOTAL COLLECTED FY18</b>	<b>97.90%</b>	<b>77.45%</b>	<b>89.10%</b>

C.

*Pine Ridge Plantation*  
Community Development District

Check Run Summary - General Fund

3/1/2018 - 3/31/2018

Date	Check Numbers	Amount
<u>General Fund</u>		
March 12, 2018	2131-2141	\$ 28,204.15
		<hr/> \$ 28,204.15
<u>Capital Reserves Fund</u>		
March 12, 2018	16	\$ 5,900.00
		<hr/> \$ 5,900.00
<u>Utilities and Autopayments</u>		
March 1, 2018	Clay County Utilities	\$ 2,963.75
March 21, 2018	AT&T	\$ 397.65
March 29, 2018	Clay Electric	\$ 16.00
March 30, 2018	Clay County Utilities	\$ 2,490.43
	TOTAL UTILITIES PAID ONLINE OR AUTOPAY	<hr/> \$ 5,867.83
		<hr/> \$ 39,971.98

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/11/18 PAGE 1  
 \*\*\* CHECK DATES 03/01/2018 - 03/31/2018 \*\*\* PINE RIDGE PLANTATION - GF  
 BANK A PINE RIDGE PLANTATIO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/12/18	00124	2/11/18 02112018	201802 330-57200-34500			*	120.00	
			SECURITY SVC-02/11/18					
		2/25/18 02252018	201802 330-57200-34500			*	120.00	
			SECURITY SVC-02/25/18					
					JEFF ANDERSON			240.00 002131
3/12/18	00107	1/31/18 SSI07936	201801 330-57200-34500			*	48.00	
			2ND EMP ADMIN FEE-JAN 17					
		1/31/18 SSI07936	201801 330-57200-34500			*	75.00	
			2ND EMP SCHEDULING-JAN 17					
					CLAY COUNTY SHERIFF'S OFFICE			123.00 002132
3/12/18	00106	2/02/18 02022018	201802 330-57200-34500			*	120.00	
			SECURITY SVC-02/02/18					
		2/16/18 02162018	201802 330-57200-34500			*	120.00	
			SECURITY SVC-02/16/18					
					MATTHEW EDMONSON			240.00 002133
3/12/18	00003	3/01/18 173	201803 310-51300-34000			*	3,690.83	
			MGMT FEES-MAR 18					
		3/01/18 173	201803 310-51300-35100			*	83.33	
			INFO TECH-MAR 18					
		3/01/18 173	201803 310-51300-49100			*	100.00	
			WEBSITE ADMIN-MAR 18					
		3/01/18 173	201803 310-51300-31300			*	416.67	
			DISSEM AGNT SVC-MAR 18					
		3/01/18 173	201803 310-51300-42000			*	31.95	
			COPIES-MAR 18					
		3/01/18 173	201803 310-51300-41000			*	19.20	
			TELEPHONE-MAR 18					
					GOVERNMENTAL MANAGEMENT SERVICES			4,341.98 002134
3/12/18	00005	1/31/18 98900	201801 310-51300-31500			*	1,247.00	
			JAN 18 - GENERAL COUNSEL					
					HOPPING GREEN & SAMS			1,247.00 002135
3/12/18	00076	3/01/18 348385	201803 320-53800-46400			*	644.00	
			MAR 18-WATER MGMT SVC					
					THE LAKE DOCTORS INC			644.00 002136
3/12/18	00054	3/01/18 13129557	201803 330-57200-46500			*	952.69	
			WTER MGMT SEASONL BILLING					
					POOLSURE			952.69 002137
3/12/18	00134	2/15/18 18027633	201802 320-53800-46200			*	397.00	
			REPLACED CONTROLLER					

PRP --PINERIDGE-- MPHILLIPS

AP300R

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/11/18

PAGE 2

\*\*\* CHECK DATES 03/01/2018 - 03/31/2018 \*\*\*

PINE RIDGE PLANTATION - GF  
BANK A PINE RIDGE PLANTATIO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		3/01/18 18027987	201803 320-53800-46200		*	7,160.00	
		MAR 18-PROPERTY MAINT					
		R&D LANDSCAPE & IRRIGATION					7,557.00 002138
3/12/18 00073		1/31/18 196	201801 330-57200-46000		*	1,250.00	
		JAN 17-GEN.FACILITY MAINT					
		1/31/18 196	201801 320-53800-46000		*	1,655.00	
		JAN 17-R&M GROUNDS					
		1/31/18 196	201801 330-57200-46100		*	833.33	
		JAN 17-REPAIRS/REPALCE					
		1/31/18 196	201801 330-57200-51000		*	28.00	
		JAN 17-SUPPLIES					
		1/31/18 196	201801 330-57200-46201		*	130.53	
		JAN 17-JANITOR SUPPLIES					
		1/31/18 196	201801 320-53800-49000		*	550.03	
		JAN 17-CONTINGENCY					
		2/14/18 197	201802 320-53800-46000		*	251.55	
		3-150 WATT BALLASTS/BULBS					
		3/01/18 198	201803 330-57200-46200		*	645.00	
		JANITORIAL SVC-MAR 18					
		3/01/18 198	201803 330-57200-46400		*	1,008.33	
		POOL MAINT SVC-MAR 18					
		3/01/18 198	201803 330-57200-34000		*	1,666.67	
		OPS MGMT SVC-MAR 18					
		3/01/18 198	201803 330-57200-34100		*	4,120.00	
		FACILITY MGMT SVC-MAR 18					
		RIVERSIDE MANAGEMENT SERVICES INC					12,138.44 002139
3/12/18 00030		2/12/18 8454627	201802 330-57200-34500		*	80.04	
		FEB 18-STATION MONITORING					
		SAFE TOUCH SECURITY SYSTEMS					80.04 002140
3/12/18 00065		2/26/18 9005	201802 330-57200-46100		*	640.00	
		TUNNEL CRAWL TUBE					
		SOUTHERN RECREATION, INC.					640.00 002141
TOTAL FOR BANK A						28,204.15	
TOTAL FOR REGISTER						28,204.15	

PRP --PINERIDGE-- MPHILLIPS









Remit To: Clay County Sheriff's Office  
PO Box 548/901 N. Orange Ave  
Green Cove Springs, FL 32043  
(904) 284-7575

Invoice Number: SSI07936  
Invoice Date: 2/8/2018

Page: 1

Attn: Fiscal - Accounts Receivable

Bill  
To: PINE RIDGE PLANTATION CDD  
5385 N.NOB HILL RD  
SUNRISE, FL 33351  
PATTI POWERS

Ship  
To: PINE RIDGE PLANTATION CDD  
5385 N.NOB HILL RD  
SUNRISE, FL 33351  
PATTI POWERS

RECEIVED  
FEB 12 2018

Due Date 2/23/2018  
Terms Net 15 Days

BY: \_\_\_\_\_

Customer ID C0000507  
P.O. Number  
P.O. Date 2/8/2018  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JANUARY 2018		16	16	3.00	48.00
Fees-2nd Employment Scheduling		3	3	25.00	75.00

Jan. 2018  
exp!

Amount Subject to Sales Tax USD  
Amount Exempt from Sales Tax 123.00

Subtotal: 123.00  
Invoice Discount: 0.00  
Tax: 0.00  
Total USD: 123.00

PINE RIDGE PLANTATION CDD	1/5/2018	6531	EDMONSON, MATTHEW W	4.00
PINE RIDGE PLANTATION CDD	1/13/2018	6955	ANDERSON, JEFFREY K.	4.00
PINE RIDGE PLANTATION CDD	1/19/2018	6531	EDMONSON, MATTHEW W	4.00
PINE RIDGE PLANTATION CDD	1/26/2018	6955	ANDERSON, JEFFREY K.	4.00
			TOTAL	16.00

# CCSO OFF-DUTY INVOICE

FOR:  
joliver@gmsnf.com  
prmgr@riversidemqtsvc.com

APPROVED FOR PAYMENT  
Steve Andersen  
Date: 3/8/18 Amt. \$240.00  
Source: 57200-330-34500

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 173  
Invoice Date: 3/1/18  
Due Date: 3/1/18  
Case:  
P.O. Number:

**Bill To:**

Pine Ridge Plantation CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - March 2018		3,690.83	3,690.83
Information Technology - March 2018		83.33	83.33
Website Administration - March 2018		100.00	100.00
Dissemination Agent Services - March 2018		416.67	416.67
Copies		31.95	31.95
Telephone		19.20	19.20
		<b>Total</b>	<b>\$4,341.98</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$4,341.98</b>

# Hopping Green & Sams

Attorneys and Counselors

March 2, 2018

Pine Ridge Plantation Community Development District  
c/o District Manager  
Governmental Management Services-SF, LLC  
5385 North Nob Hill Road  
Sunrise, Florida 33351

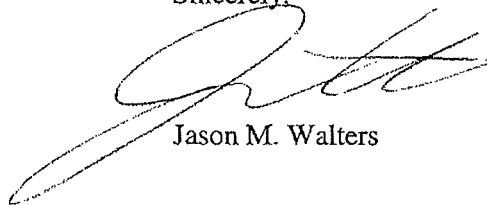
Re: Pine Ridge Plantation Community Development District

Dear District Manager:

Enclosed please find our billing statements on behalf of the Pine Ridge Community Development District for services rendered and expenses incurred through the month of January 2018.

If you have any questions, please feel free to call.

Sincerely,



Jason M. Walters

MAR 08 2018

JMW/loh

Enclosures

# Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300  
P.O. Box 6526  
Tallahassee, FL 32314  
850.222.7500

===== STATEMENT =====

March 2, 2018

Pine Ridge Community Development District  
Governmental Management Services  
5385 North Nob Hill Road  
Sunrise, FL 33351

Bill Number 98900  
Billed through 01/31/2018

*exp!*

## General Counsel/Monthly Meeting

PRIDGE 00001 JMW

### FOR PROFESSIONAL SERVICES RENDERED

01/11/18	JMW	Review correspondence regarding streetlighting on Tynes; confer with group regarding same.	0.40 hrs
01/12/18	JMW	Meeting preparation; review agenda package materials; conference with staff.	0.80 hrs
01/15/18	JMW	Meeting preparation; review agenda package materials; conference with staff.	0.90 hrs
01/16/18	JMW	Meeting preparation; attend regular board meeting by telephone.	1.90 hrs
01/19/18	JMW	Review auditor request; prepare auditor response.	0.60 hrs
01/22/18	JLE	Review auditor request letter; review and revise response to the same; follow-up.	0.40 hrs
01/22/18	LAK	Prepare response to auditor letter request.	0.80 hrs

Total fees for this matter \$1,242.00

### DISBURSEMENTS

Document Reproduction 5.00

Total disbursements for this matter \$5.00

### MATTER SUMMARY

Earlywine, Jere L.	0.40 hrs	260 /hr	\$104.00
Walters, Jason M.	4.60 hrs	230 /hr	\$1,058.00
Kuehlke, Lou Ann - Legal Asst	0.80 hrs	100 /hr	\$80.00

TOTAL FEES	\$1,242.00
TOTAL DISBURSEMENTS	\$5.00

**TOTAL CHARGES FOR THIS MATTER \$1,247.00**

### BILLING SUMMARY

Earlywine, Jere L.	0.40 hrs	260 /hr	\$104.00
Walters, Jason M.	4.60 hrs	230 /hr	\$1,058.00
Kuehlke, Lou Ann - Legal Asst	0.80 hrs	100 /hr	\$80.00

TOTAL FEES

\$1,242.00

TOTAL DISBURSEMENTS

\$5.00

**TOTAL CHARGES FOR THIS BILL****\$1,247.00****Please include the bill number on your check.**





3543 State Road 419, Winter Springs, FL 32708

# INVOICE

Invoice #	348385
Account #	719342
Invoice Date	3/1/2018
Due Date	3/11/2018

<b>Bill To</b>
PINE RIDGE PLANTATION CDD SANDERSEN@GMSNF.COM

Invoice Questions:  
Please call us at  
1-800-666-5253 or  
lakes@lakedoctors.com

P.O. No.	Terms	Rep
	NET 10 DAYS	MAS
Item Number	Description	Amount
	Monthly Water Management Service (R) New agreement received 10/10/17	644.00
<p align="center"><b>APPROVED FOR PAYMENT</b>  <i>Steve Andersen</i>  Date: <u>3/8/18</u> Amt: <u>\$644.00</u>  Source: <u>53800-330-46400</u></p>		
<b>Customer Total Balance</b>		\$644.00

**INVOICE DATE REFLECTS MONTH SERVICE PROVIDED.**

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.  
Please do not send any correspondence with your payment as it may delay our response to your inquiry.  
Follow us on Facebook & Instagram!!

Non-Taxable Subtotal	
Taxable Subtotal	
Tax	
<b>Total Invoice</b>	<b>\$644.00</b>

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

<b>Bill To</b>
PINE RIDGE PLANTATION CDD SANDERSEN@GMSNF.COM

Amount Enclosed	Invoice #	348385
	Account #	719342
	Date	3/1/2018

Save a Stamp - Go Green & Go Paperless! Have your invoice emailed!  
Email address: \_\_\_\_\_

☐ Please Check Box if New Address and Make Changes Above

**The Lake Doctors, Inc.**  
3543 State Road 419  
Winter Springs, FL 32708

<b>IF PAYING BY CREDIT CARD, FILL OUT BELOW</b>		
Mastercard	Visa	American Express
Card #	_____	
Card Verification #	_____	
Exp. Date #	_____	
Print Name	_____	
Billing Address:	_____ Check box if same as above	
Signature	_____	



1707 Townhurst Dr.  
Houston TX 77043  
(800) 858-POOL (7665)  
www.poolsure.com

## Invoice

Date 3/1/2018

Invoice # 131295576983

Terms	Net 20
Due Date	3/21/2018
PO #	
Customer #	13GMS100

<b>Bill To</b> GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092	<b>Ship To</b> GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068
--	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	893.64
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<div style="text-align: center;"><b>APPROVED FOR PAYMENT</b> <i>Steve Andersen</i> Date: <u>3/8/18</u> Amt: <u>\$ 952.69</u> Source: <u>57200-320-46500</u></div>				

Season Billing Schedule:  
Summer - April through September monthly service  
Winter - October through March monthly service

**Total** 952.69  
**Amount Due** \$952.69

### Remittance Slip

Customer 13GMS100  
Invoice # 131295576983

Amount Due \$952.69

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295576983



# R&D

LANDSCAPE & IRRIGATION

A Safeguard Services Company

8850 Corporate Square Court  
Jacksonville, FL 32216

## Invoice

Date	Invoice #
2/15/2018	18027633

Bill To
PINE RIDGE CDD C/O S. ANDERSEN / GMS

Ship To

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	replaced controller on Tynnes Blvd south end behind wall, cabinet lock was broken	0.00	0.00
1	Hunter Pro C Timer	200.00	200.00
1	Hunter 9 Station Modules	80.00	80.00
2	Labor for Irrigation Services	58.50	117.00
<div>APPROVED FOR PAYMENT Steve Andersen Date: <u>3/18/18</u> Amt: <u>\$ 397</u> <sup>00</sup> Source: <u>53800-30-46200</u></div>			

Please Make Checks Payable To:  
R&D Landscape & Irrigation  
Please Remit Payments To:  
7887 Safeguard Circle  
Valley View, OH 44125

Total	\$397.00
Payments/Credits	\$0.00
Balance Due	\$397.00



# R&D

LANDSCAPE & IRRIGATION

A Safeguard Service Company

FORMERLY:

DOWN TO EARTH

## Invoice

Date	Invoice #
3/1/2018	18027987

Bill To

PINE RIDGE CDD  
C/O S. ANDERSEN / GMS

P.O. No.	Terms	Due Date
		3/1/2018

Description	Qty	Rate	Amount
<b>**PINE RIDGE CDD**</b> Monthly - Property Maintenance	1	7,160.00	7,160.00
<div><div><p><b>APPROVED FOR PAYMENT</b> Steve Andersen Date: <u>3/8/18</u> Amt: <u>\$7,160.00</u> Source: <u>53800-320-46200</u></p></div><div><p>Please remit payment to the payee and address listed below. Thank you</p></div></div>			
Please Make Checks Payable To:		Invoice Total	\$7,160.00
R&D Landscape & Irrigation		Payments/Credits	\$0.00
Please Remit Payments To:		Balance Due	\$7,160.00
7887 Safeguard Circle Valley View, OH 44125			

Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
2/13/2018	196

Bill To
Pine Ridge Plantation 475 West Town Place Suite 114 St. Augustine, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Facility Maintenance January 1 - January 31, 2018 <i>exp!</i> Maintenance Supplies - January 2018	2,655.75 1,790.81	2,655.75 1,790.81
	Gen. Facility Maint, 330,572,460 \$ 1250.00		
	R & M - Grounds 320,538,460 \$ 1655.00		
	Repairs / Replace 330,572,4610 \$ 833.00		
	office supplies 330,572,5100 \$ 28.00		
	Janitorial supplies \$ 130.53		
	Contingency (laptop computer - Amanda) \$ 550.03		
		<b>Total</b>	\$4,446.56

Rmw

2-16-18

RIAS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JANUARY 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/18	3	L.F.	Removed debris from park, roadways, common areas and field, blew off patio, walkways, pool deck and Amenity Center entrance, p/u supplies from Home Depot
1/2/18	4	S.A.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
1/2/18	4	J.L.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
1/5/18	3	L.F.	Removed debris from Amenity Center, roadways and common areas, removed holiday decorations
1/8/18	3	L.F.	Blew off patio, walkways and pool deck, repaired shower on pool deck, removed debris from pool deck, p/u supplies from Home Depot
1/10/18	4	L.F.	Removed debris from Amenity Center, roadways and common areas, inspected and removed debris from parks, inspected lighting at Amenity Center, replaced bulbs as needed
1/11/18	7	L.F.	Replaced bulbs on walkways and at playground, removed remaining holiday lights, removed broken sign on pool deck, p/u supplies from City Electric Supply
1/12/18	2	L.F.	Removed debris from Amenity Center, roadways, common areas and playground
1/15/18	3	L.F.	Removed debris from Amenity Center, roadways and common areas, set up for CDD meeting, inspected and cleaned playground and pocket park, blew off patio, pool deck and walkways
1/16/18	4	S.A.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
1/16/18	4	J.L.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
1/16/18	2	L.F.	Removed debris from roadways and common areas, blew off patio and pool deck
1/18/18	3	L.F.	Removed debris from Amenity Center, roadways and common areas, blew off patio and pool deck, inspected and removed debris from playground, p/u supplies from Home Depot
1/22/18	3	L.F.	Repaired exercise bike, replaced bulb at entry sign, removed debris from Amenity Center, roadways and common areas, inspected playground and pocket park for debris
1/24/18	8	L.F.	Removed debris from Amenity Center, roadways and common areas, inspected and removed debris from parks, raked mulch at playground, replaced air filters in social room, removed "No Trespassing" sign, installed tow away zone sign, p/u supplies from Wal-Mart, removed storm drain cover liners
1/26/18	2	L.F.	Replaced bulbs in fitness center, blew off patio & pool deck, removed debris from roadways, common areas and Amenity Center
1/29/18	3	L.F.	Removed debris from Amenity Center, roadways and common areas, inspected and removed debris from playground & park, inspected lighting at Amenity Center, straightened pool deck furniture, blew off patio and pool deck
1/30/18	4	L.F.	Removed debris from Amenity Center and roadways, replace photocell on entrance sign, repaired hole in wall in fitness center, p/u supplies from Home Depot
1/30/18	3	C.H.	Inspected time clocks and photocells, replaced bad photocell, p/u supplies Home Depot
<b>TOTAL</b>	<b>69</b>		
<b>MILES</b>	<b>541</b>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 2/5/18

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	1/8/18	Teflon tap	1.12	L.F.
	1/8/18	Short cut brush	6.29	L.F.
	1/8/18	1/2" x 24" Galvanized pipe	9.33	L.F.
	1/11/18	12" Squeegee	11.48	L.F.
	1/11/18	26w 4-Pin bulb	11.47	L.F.
	1/11/18	Windex	10.33	L.F.
	1/19/18	Lysol	9.17	L.F.
	1/19/18	Toilet paper	12.62	L.F.
	1/19/18	Paper towels	10.89	L.F.
	1/19/18	Scour pads 6pk	5.28	L.F.
	1/22/18	Barkkeepers friend	2.85	L.F.
	1/22/18	Stainless steel cleaner (2)	11.45	L.F.
	1/25/18	4-Pin bulbs (3)	27.50	L.F.
	1/30/18	Spackle	6.30	L.F.
	1/30/18	Photocell	11.35	L.F.

TOTAL \$147.41

## RMS

1/2/18	Gas for Gator	9.00	S.A.
1/2/18	Gator and Large Trailer Rental	70.00	S.A.
1/11/18	100w Metal Halide Bulbs (4)	119.37	L.F.
1/11/18	150w Metal Halide Bulbs (4)	128.57	L.F.
1/16/18	Gator and Large Trailer Rental	70.00	S.A.
1/24/18	HP Laptop w/ 2yr service plan	550.03	L.F.
1/25/18	22x23x1 A/C Filters 4pk	64.35	C.H.
1/25/18	16x24x2 A/C Filters 4pk (2)	91.89	C.H.
1/25/18	4" Socket PVC Valve	286.09	C.H.
1/29/18	MH Ballast (3)	210.35	C.H.
2/2/18	Trifold towels	43.76	S.C.

TOTAL \$1,643.40GRAND TOTAL \$1,790.81

Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
2/14/2018	197

Bill To
Pine Ridge Plantation 475 West Town Place Suite 114 St. Augustine, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
4	Install 3-150 watt M/H ballasts and bulbs. Troubleshoot partial power to light poles in playground area. Supplies	58.50	234.00
		17.55	17.55
	24 hr - grounds 320, 538, 460		
Total			\$251.55

Rmw  
2-16-18



**\$ 251.55**

Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
3/1/2018	198

Bill To
Pine Ridge Plantation 475 West Town Place Suite 114 St. Augustine, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - March 2018 330,572,462	645.00	645.00
	Pool Maintenance Services - March 2018 330,572,464	1,008.33	1,008.33
	Operations Management Services-March 2018 330,572,340	1,666.67	1,666.67
	Facility Management Services - March 2018 330,572,341	4,120.00	4,120.00
	<u>Expense</u> <u>3/2018</u>		
		<b>Total</b>	\$7,440.00

RMW  
3-2-18



Corporate Headquarters  
SafeTouch Security Systems  
9550 Sunbeam Center Drive  
Jacksonville, FL 32257-6184  
904-886-4664

1410003111 PRESORT 1865 1 AV0.375 P1C6 <B>



PINE RIDGE PLANTATION  
4200 PINE RIDGE PARKWAY  
MIDDLEBURG FL 32068-9216

### Invoice Information

Invoice Number: 8454627  
Invoice Date: 2/12/2018  
Due Date: 3/1/2018  
Last Payment Amount: \$ 80.04  
Last Payment Date: 1/19/2018  
Late Fee will be assessed after the Due Date

### Important Messages

If you have any phone work done, reprogram your phone system, or make any changes to your phone number, always test your alarm system afterwards.



Description	Qty	Price	Net	Tax	Total
CENTRAL STATION MONITORING 4200 PINE RIDGE PARKWAY 03/01/2018 to 03/31/2018	1.00	\$ 22.40	\$ 22.40	\$ 1.57	\$ 23.97
CENTRAL STATION MONITORING 4200 PINE RIDGE PARKWAY 03/01/2018 to 03/31/2018	1.00	\$ 52.40	\$ 52.40	\$ 3.67	\$ 56.07
			<b>Totals</b>	<b>\$ 74.80</b>	<b>\$ 80.04</b>

APPROVED FOR PAYMENT

Date: 3/8/18 Amt: \$ 80.04  
Source: 57200-330-31500

57200-330-31500



When making your payment through any online Bill Pay service, your payment must reference the Bill Payer ID of 151969

\*\*\*PLEASE TEST YOUR SYSTEM FREQUENTLY\*\*\*

Keep upper portion for your records - Please return lower portion with your payment



Corporate Headquarters  
SafeTouch Security Systems  
9550 Sunbeam Center Drive  
Jacksonville, FL 32257-6184  
904-886-4664



Customer: PINE RIDGE PLANTATION

### Remittance Section

Invoice Number: 8454627  
Bill Payer ID: 151969  
Invoice Date: 2/12/2018  
Due Date: 3/1/2018  
Account Balance: ~~\$ 160.08~~  
Amount Remitted: \$ 80.04

Use enclosed envelope and make payable to SafeTouch Security Systems. Please make sure the remit address below shows in the window.

- ☐ Please check here if your address has changed. Provide new address on reverse side.
- ☐ Please check here to pay by credit card and fill out the form on the back of this page.

JACKSONVILLE DIVISION  
SAFE TOUCH SECURITY SYSTEMS  
9550 Sunbeam Center Drive  
Jacksonville, FL 32257-6184

Southern Recreation, Inc.

4060 Edison Avenue  
Jacksonville, FL 32254  
www.southernrecreation.com

# Invoice

DATE	INVOICE #
2/26/2018	9005

<b>BILL TO</b>
South Village CDD 2105 Harbor Lake Dr. Orange Park, FL

<b>SHIP TO</b>
Pine Ridge Plantation

P.O. NUMBER	TERMS	REP	SHIP	INVOICE NO.
Proposal	Due on receipt	TR	2/26/2018	

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
1	01101	24" x 5' Tunnel Crawl Tube	395.00	395.00
1	FRT	Freight Charges	95.00	95.00
1	INST	Installation	150.00	150.00
<div>APPROVED FOR PAYMENT Steve Andersen Date: 3/8/18 Amt: \$640<sup>00</sup> Source: 57200-330-46100</div>				
Invoice Due Upon Receipt Thank You!			<b>Total</b>	\$640.00



AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 4/11/18 PAGE 1  
 \*\*\* CHECK DATES 03/01/2018 - 03/31/2018 \*\*\* PINE RIDGE PLANTATION - CAP RS  
 BANK B PINE RIDGE PLANTATIO

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
3/12/18	00009	2/23/18 001	201802 320-53800-60000		DAVID SHOWERS	*	5,900.00	
								5,900.00 000016
-----								
TOTAL FOR BANK B							5,900.00	
TOTAL FOR REGISTER							5,900.00	

PRP --PINERIDGE-- MPHILLIPS

002 320.538.600

# DAVID SHOWERS

## INVOICE

BILL TO Pine Ridge Plantation  
Riverside Management Services,  
Inc.  
4200 Pine Ridge Parkway  
Middleburg, FL 32068

SHIP TO  
Same

Invoice # 001

Invoice Date 2-23-18

Customer ID

DATE	YOUR ORDER #	OUR ORDER #	SALES REP.	F.O.B.	SHIP VIA	TERMS	TAX ID

QTY	ITEM	UNITS	DESCRIPTION	DISCOUNT %	TAXABLE	UNIT PRICE	TOTAL
1			Buff entrance Tub and the bottom of the inside of the slide, Re-seal seams for water leaks and wax the inside bottom of the slide			\$5900	\$5900
1							

### APPROVED FOR PAYMENT

Steve Andersen  
Date: 3/8/18 Amt: \$5,900<sup>00</sup>  
Source:

Capital Repair  
Send check to Steve Andersen  
Payment Due upon completion of work. Check to be made payable to David Showers

Subtotal	
Tax	
Shipping	
Miscellaneous	
BALANCE DUE	\$5900

### REMITTANCE

Invoice #	
Customer ID	
Date	
Amount Enclosed	

2129 Sara Lynn Dr.  
St. Augustine, FL  
32084

PHONE (904) 460-2961  
Cell (904) 814-5538