

PINE RIDGE PLANTATION

Community Development District

January 21, 2020

Pine Ridge Plantation Community Development District

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

P: (904) 940-5850 • F: (904) 940-5899

January 14, 2020

Board of Supervisors
Pine Ridge Plantation
Community Development District

Dear Board Members:

The Meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held Tuesday, January 21, 2020 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. Organizational Matters
 - A. Consideration of Resignation from Supervisor McNulty
 - B. Appointment of a New Supervisor to Fill the Unexpired Term of Office (11/20)
 - C. Oath of Office for Newly Appointed Supervisor
 - D. Election of Officers, Resolution 2020-04
- IV. Approval of the Minutes of the November 19, 2019 Meeting
- V. Consideration of Nondisclosure Agreement with Clay County Property Appraiser for Information Exempt from Public Disclosure
- VI. Consideration of Landscape Proposals
- VII. Discussion of Funding Status
- VIII. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Engineer
 - D. Operations Manager
 1. Report
 2. Down to Earth Landscape Service Update
 3. Down to Earth Proposal for Island Enhancements
 - E. Amenity Manager
- IX. Audience Comments / Supervisor's Requests
- X. Financial Statements
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2019
 - B. Assessment Receipts Schedule
 - C. Approval of Check Register

- XI. Next Scheduled Meeting – 03/17/20 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center
- XII. Adjournment

The third order of business is organizational matters. After the Board accepts Ms. McNulty's resignation, they can consider appointing a new supervisor to the unexpired term of office. At this time, the new supervisor will be administered the Oath of Office and the Board can consider appointing them as an officer of the District by adopting Resolution 2020-04.

Enclosed for your review and approval is a copy of the minutes of the November 19, 2019 meeting.

The fifth order of business is consideration of agreement with Clay County Property Appraiser, which is enclosed for your review.

The sixth order of business is consideration of landscape proposals. A copy of the ranking sheet is enclosed for your review and a copy of the proposals were previously distributed to you under separate cover.

Enclosed under the Operations Manager's Report are the items as outlined above.

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,

Ernesto Torres

Ernesto Torres
District Manager

cc:	Jason Walters	Amy Hembree
	Peter Ma	Chris Hall
	Darrin Mossing	Rich Whetsel

AGENDA

Pine Ridge Plantation Community Development District Agenda

Tuesday
January 21, 2020
6:00 p.m.

Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, Florida 32068
District Website: www.pineridgeplantationcdd.com

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 - B. District Manager
 - C. Engineer

D. Operations Manager

1. Report

2. Down to Earth Landscape Service Update

3. Down to Earth Proposal for Island Enhancements

E. Amenity Manager

IX. Audience Comments / Supervisor's Requests

X. Financial Statements

A. Balance Sheet and Statement of Revenues & Expenditures for the Period
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XII. Adjournment

THIRD ORDER OF BUSINESS

A.

From: nancy mcnulty <mcnancy77@yahoo.com>

Subject: Re: Voting

Date: October 22, 2019 at 10:06:15 AM EDT

To: Ernesto Torres <etorres@gmsnf.com>

Dear Mr. Torres,

Please accept my resignation effective 11/20/19 from the Pine Ridge CDD. It has been a true pleasure serving the community. I will announce this during the next meeting during supervisors comments.

Thank you,
Nancy McNulty

B.

CHRISTOPHER DORMAN

4894 Creek Bluff Lane · 904-710-2930

chris@orangeparkcc.com

You will find that most of my professional experience is limited to the ministry. My passion is people and I believe my experiences as a minister have helped me better evaluate and respond to the needs of those around me.

EXPERIENCE

JANUARY 2012 TO PRESENT

ASSOCIATE MINISTER, ORANGE PARK CHRISTIAN CHURCH

Each week, I work with the lead pastor and volunteers to plan and implement our Sunday service. I lead the praise team as the acoustic guitar player and lead vocalist. I regularly recruit, train, and lead volunteers for various church positions such as mentoring, teaching, A/V equipment, first impressions team and community outreach committees. I create and manage all the church graphic and video needs, social media networks, and marketing efforts. I also lead various Bible studies and home fellowship groups throughout the week.

AUGUST 2006 – JANUARY 2012

WORSHIP MINISTER, MASTER'S WAY CHRISTIAN CHURCH

My main responsibilities were to plan and implement a worship service each Sunday that included various methods of congregational involvement and multimedia. This included creating promotional videos for upcoming sermon series and themes as well as upcoming events. I led the worship team and played acoustic guitar and led vocals.

SEPTEMBER 2008 – JANUARY 2012

SUPERVISOR, PREMIERE PARKING

I supervised the valet service located at the Emergency Room of Georgia Regents Medical Center. These duties included scheduling staff, regularly training and meeting with staff to ensure compliance and excellence and mediating and solving disputes from customers.

EDUCATION

PRESENT

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION, UNIVERSITY OF FLORIDA

I am due to graduate after the fall 2020 semester. I currently have a 3.0 GPA.

FALL 2017

ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION, FLORIDA STATE COLLEGE OF JACKSONVILLE

I graduated with a 3.2 GPA and made the Dean's List 3 times while I was a student.

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CERTIFICATIONS

While at Florida State College of Jacksonville, I was certified in the following areas:

- CSCMP Certification in Supply Chain Management Principles
- CSCMP Certification in Customer Service Management
- CSCMP Certification in Warehouse Operations
- Technical Certificates in Entrepreneurship, Business Operations, Business Specialist, and Business Management

SKILLS

- Strong leadership and management proficiency
- Excellent speaking and writing abilities
- Motivated by integrity and honesty
- Ability to work on a team and motivate

COMPUTER SKILLS

- I am proficient in Microsoft Word, Excel, PowerPoint and Publisher
- I am proficient in Adobe Photoshop, Premiere and After Effects
- I have moderate knowledge of Tableau

ACTIVITIES

One of my passions is community involvement and betterment. I have led multiple efforts to feed and clothe those who are less fortunate in Clay county. I have organized and recruited volunteers for food giveaways at our church where we partnered with other organizations like Feeding Northeast Florida, Farmshare and Lutheran Social Services. I also regularly volunteer with First Coast Women's Services and lead volunteer groups that help with FCWS events throughout the year. A couple of times a year, I assist in organizing a group of volunteers that sort food at the Feeding Northeast Florida Warehouse.

When I'm not involved in ministry and volunteer opportunities, I enjoy spending time with my wife and two young daughters. I play golf and will readily admit that I'm not very good. I'm a big fan of Florida Gator sports, the Jacksonville Jaguars, and Duke basketball.

I am also a published author. My book, "Becoming Radical", is available on Amazon.

Short Bio – Nelson Nazario

1968 – 1990: Intelligence Officer, US Army:

During a 22-year long career in the Army, I served in intelligence positions from detachment level through battalion, brigade, division, corps, echelons above corps and finally on the Joint Staff with the Defense Intelligence Agency. The majority of my career was spent at Ft. Bragg with the 82d Airborne Division and then the 1st Special Operations Command. I performed overseas duties in Vietnam, Germany, and Korea. My last assignment at the Pentagon saw me performing intelligence support functions on a worldwide basis for counterterrorism forces as well as the Joint Staff.

1990 - 1997: Area Security Manager, MVM Inc.:

Served as security officer/manager for an international security company. The company had responsibilities for providing security personnel, training and services to Department of State overseas locations, embassies and consulates.

1998 - 2005: Sales, CARMAX, Inc.

Performed sales functions from floor salesman, internet sales to team manager.

2006 – 2011: Security Officer, Transportation Security Administration.

Performed functions pertaining to inspection of baggage and cargo prior to boarding and shipping on American and foreign carriers.

D.

RESOLUTION 2020-04

**A RESOLUTION DESIGNATING OFFICERS OF THE PINE
RIDGE PLANTATION COMMUNITY DEVELOPMENT
DISTRICT**

WHEREAS, the Board of Supervisors of the Pine Ridge Plantation Community Development District at a regular business meeting held on January 21, 2020 desires to elect the below recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD
OF SUPERVISORS OF THE PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT:**

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
<u>Ernesto Torres</u>	Secretary
<u>James Perry</u>	Treasurer
<u>James Oliver</u>	Assistant Treasurer
<u>Patti Powers</u>	
<u>Ernesto Torres</u>	
<u>Ariel Lovera</u>	
<u>Rich Hans</u>	Assistant Secretary
<u>James Oliver</u>	
<u>James Perry</u>	

PASSED AND ADOPTED THIS 21st DAY OF JANUARY, 2020

Secretary / Assistant Secretary

Chairman / Vice Chairman

FOURTH ORDER OF BUSINESS

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, November 19, 2019 at 6:04 p.m. at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jeff Arp	Supervisor
Jerry Ritchie	Supervisor
Jeff Lewis	Supervisor

Also present were:

Ernesto Torres	District Manager
Katie Buchanan	District Counsel (by phone)
Chris Hall	Operations Manager
Maria Cranford	Amenity Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Torres called the meeting to order at 6:04 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being no audience comments, the next item followed.

THIRD ORDER OF BUSINESS

Affidavit of Publication

Mr. Torres stated included in your agenda package is a copy of the affidavit of publication for today's meeting and public hearing.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Ratification of Resignation from Supervisor Haney

Mr. Torres stated included in your agenda package is a resignation letter from Supervisor Haney.

On MOTION by Mr. Ritchie seconded by Mr. Arp with all in favor the Resignation from Supervisor Haney was ratified.
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B. Appointment of a New Supervisor to Fill the Unexpired Term of Office (11/22)

Mr. Torres stated after we received Maria's resignation letter, we asked everyone at Pine Ridge to provide a resume or letter of interest if they were interested in filling the seat on the board. Included in your agenda package are seven resumes we received from residents. We asked everyone that submitted resumes to be here today, so the board could ask them questions if they would like. The first resume is from Paul Casanova.

Mr. Casanova stated I am a resident of Pine Ridge. I am also a member of the Pine Ridge HOA board. I have been an HOA board member for almost two years now. I have a master's degree in business law. I went through three years of law school. I also have a criminal justice degree and a political science degree. I am also an owner of a flight school.

Mr. Ritchie asked how many CDD meetings have you attended in the last year?

Mr. Casanova responded three.

Mr. Torres stated the next resume is from Christopher Dorman. The next resume is from Joseph Grassia.

Mr. Grassia stated I am going to pull my submission for this seat. I am going to recommend Paul or Jeff for this seat.

Mr. Torres stated the next resume is from Glenn Haney.

Mr. Haney stated my wife was on the board for several years. I have some background in dealing with CDDs and HOAs by working in the mortgage industry for a little over a year. I have a bachelor's degree in History, and I am currently working as a vocational counselor in the State of Florida.

Mr. Ritchie asked how many meetings have you attended in the last year?

Mr. Haney responded unfortunately my wife attended while I stayed home with our kids.

Mr. Torres stated the next resume is from Russell "Rooster" Hendrix.

Mr. Hendrix stated I have resided in Pine Ridge for five years now. I was previously a board member on the CDD board and the HOA board. I retired recently from my 30-year career in the security industry. Most of that time I was a program manager and a project manager dealing with risk management and change management. I served in the Navy for four years. I probably attended three CDD meetings last year.

Mr. Torres stated the next resume is from Jeff Lewis.

Mr. Lewis stated I have been a resident of Pine Ridge for 10 years. I have been here through three HOAs. I worked for the firm that built the subdivision. The lighting you will see out front I got started two years ago. I was able to provide the CDD with good plans and directions to get that lighting going. I am actually currently working on another project with the commissioner to get a road put in the back of Pine Ridge.

Mr. Ritchie asked how many meetings have you attended in the last year?

Mr. Lewis responded I think I missed one.

Mr. Torres stated next we have a resume from Matthew Lohse.

Mr. Lohse stated I appreciate the opportunity to address the board. I was on the CDD board previously. I did resign from the board in 2015 due to military duties. I am back now. I would love to serve the community proudly. I got here in 2009 and my priority in this neighborhood has always been public safety and using the residents O&M funds in a fiscally responsible manner. I have only attended one CDD meeting since I have been back.

Mr. Torres stated next we have a resume from Nelson Nazario.

Mr. Nazario stated I have lived in the community for just over three years. I have been involved in both HOA activities and I have attended all but one of the CDD meetings. Prior to moving here from northern Virginia, I was involved with HOAs in the three communities that I lived in. I spent 22 years in the Army as a military intelligence officer. I worked in the pentagon with very sensitive information. I can handle that kind of stuff. I think I would be a benefit to Pine Ridge by serving the CDD.

Mr. Torres stated now I would ask everyone that submitted a resume to kindly step out of the meeting, so the board members can discuss the resumes.

Mr. Ritchie stated we received a lot of resumes from very qualified people in our community. One of the basic factors for my decision is on who has attended the CDD meetings on a regular basis and who has contributed.

Mr. Biagetti stated I agree. Some people may not have been able to attend for different reasons though.

Mr. Ritchie stated there are two people that showed up at almost all of the meetings in the last year and that was Jeff Lewis and Nelson Nazario. Jeff has made some significant contributions to this community with the studies and the outdoor lighting project with Clay

Electric. It is a tough choice between him and Nelson but right now I would prefer Jeff on the board.

Mr. Arp stated I feel like I support that. I think everyone is extremely qualified, but he has put so much effort into the projects, so I feel like Jeff earned it.

On MOTION by Mr. Ritchie seconded by Mr. Arp with all in favor to Appoint Mr. Jeff Lewis as a Supervisor of the Pine Ridge Community Development District Board to Fill the Unexpired Term of 11/22 was approved.

Mr. Biagetti stated everyone is now back in the meeting. Obviously, we appreciate everyone sending in their interest to be a board supervisor. You obviously all care about Pine Ridge. Thank you all for coming out. Tonight, we do have a nomination. We would like to nominate Jeff Lewis to fill the vacancy.

C. Oath of Office for Newly Appointment Supervisor

Mr. Torres administered an oath of office to Mr. Jeff Lewis.

Mr. Torres stated you are now an elected official. You are subject to comply with the Sunshine Law. If any business is to be discussed about Pine Ridge Plantation CDD, you can talk to anyone else, but you cannot talk to the current members of the board. You are also subject to the Public Records Law, which means that any document that you may acquire or generate pertaining to the District is subject to public records requests. Many supervisors tend to have a separate email account to keep your personal matters separate from your CDD matters. I have provided you with a packet of information, so familiarize yourself with the Sunshine Law and Chapter 190 that governs CDDs.

D. Election of Officers, Resolution 2020-01

Mr. Torres stated included in your agenda package is Resolution 2020-01. Maria Haney was Vice Chair, so we need to make a motion for a new Vice Chair and then whoever is not chosen as Vice Chair will be an Assistant Secretary.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor Resolution 2020-01 Election of Officers Adding Jeff Arp as Vice Chairman, Ernesto Torres as Secretary, Jim Oliver and Jeff Lewis as Assistant Treasurers & All Other Officers Remaining the Same was approved.

FIFTH ORDER OF BUSINESS

Approval of the Minutes of the September 17, 2019 Meeting

Mr. Torres stated included in your agenda package is a copy of the minutes of the September 17, 2019 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Arp seconded by Mr. Ritchie with all in favor the Minutes of the September 17, 2019 Meeting were approved.

SIXTH ORDER OF BUSINESS

Public Hearing Adopting the Revised Rules of Procedure, Resolution 2020-02

Ms. Buchanan stated included in your agenda package is a copy of the revised rules of procedure with the changes that our office made relating to statutory changes.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor the Public Hearing Adopting the Revised Rules of Procedure was opened.

Hearing no public comments, the next item followed.

On MOTION by Mr. Ritchie seconded by Mr. Biagetti with all in favor the Public Hearing Adopting the Revised Rules of Procedure was closed.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor Resolution 2020-02 Adopting the Revised Rules of Procedure was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2020-03, Approving Change of Designated Registered Agent and Registered Office

Mr. Torres stated Resolution 2020-03 is changing the designated registered agent to Jason Walters and his office as the registered office.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor Resolution 2020-03 Change the Designated Registered Agent to Mr. Jason Walters & the Offices of Hopping Green & Sams as the Registered Office was approved.

EIGHTH ORDER OF BUSINESS**Ratification of Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to Perform the Audit for Fiscal Year 2019**

Mr. Torres stated included in your agenda package is the engagement letter with Berger, Toombs to perform the audit for Fiscal Year 2019.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor the Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to Perform the Audit for Fiscal Year 2019 was ratified.

NINTH ORDER OF BUSINESS**Consideration of Landscape Proposals**

Mr. Torres stated at September's meeting there was some discussion about the quality of the landscaping. Based on the board's guidance, staff provided notice to your current landscaper, Down to Earth. Based on the notice that we provided, Chris Hall and myself met with Down to Earth and since then many of the deficiencies were corrected. The board's guidance was to also seek out proposals to see what other opportunities were out there. We sent out an informal bid. The scope of services was sent out on September 27th to everyone that proposed. The bidders were Brightview, Down to Earth, Duval, Tree Amigos, Vertigo and Yellowstone. There was a pre-bid meeting onsite on October 8th and everyone was present. Everyone was given until November 1st to provide their bids. The packages were reviewed by Chris Hall and myself on November 6th. Now you have the packets for your consideration. There is a score sheet included in your agenda package. It is standard for this type of process. There are several areas that the board can consider ranking the proposers. I told all of the proposers that they would have an opportunity to give a five-minute presentation related to their proposals. Vertigo would like to go first and then we can go down the line.

A representative from Vertigo stated we are much higher than the rest of the crew, so I am not quite sure why that was. We bid our proposal to the specs that were given to us. It was asked to have 40 cuts of all of your property, which includes the lakes. You guys have a little over one million square feet of turf, so if it was bid to spec that is quite a lot of manhours. If I

were you guys, I would take your time looking at the proposals and who possibly bid these to spec. We would like to thank you for being a part of this bid process.

A representative from Brightview stated we appreciate you guys giving us this opportunity. We actually manage Two Creeks CDD. We put together a packet that shows you how we go through our production. The first page is our site assessment. You will receive one of these at every board meeting. Our branch manager, myself or our production manager will usually attend every CDD meeting. We don't want to put the pressure on the management to have to deal with landscaping items, so that is why we normally attend all board meetings. The second section of this proposal is our production maps. These production maps are what we create to start out how we are going to move through the job and where our employees are going to edge, weed eat and string trim. This gives management the opportunity to know where our staff will be onsite. The reason for these maps is usually in a site this large the back 30 is what gets lost, like the ponds, small pocket parks, etc., so to hold accountability to our crew, we create these maps and they are supposed to be in these areas on certain days. We can educate, communicate and talk all we want but if we don't have anything to hold accountability on what we are educating and communicating on then it is hard to move through it properly. The next part of this section is communication reports. This will be done weekly. The last item is the client budget worksheet, which is something we do for CDDs to help prepare the budget. We saw a couple of trees out here that have very bad scale. What sets us apart from other landscapers is our ability to train, our ability to keep tenured employees, our ability to communicate and how we communicate and the aspects of communication. When the QSAs are produced it goes to me and it goes to my boss, so we both review those QSAs. They have to complete what is done and what is not completed in those QSAs.

Mr. Ritchie stated one of the problems we have in this community is that we have lost our sprinkler systems for the islands because of constant construction from underground utilities. What do you have in there for irrigation repairs?

A representative from Brightview responded we have irrigation inspections in there, which is what was part of the scope. We will go through and do a colored map of all of the valves and everything that we can find.

Mr. Ritchie stated then we can determine what is working and what is not working and go from there.

Mr. Arp asked is there a supervisor onsite that is going to make sure that they have done what they checked off?

A representative from Brightview responded we have an account manager and a production manager. I have two production managers on this route here. When the crews are onsite, he is going to meet the crews in the morning. He is going to meet the crews in the afternoon and then the next day he is going to come through and make sure everything is taken care of.

Mr. Ritchie asked how many cuts a year do you plan on doing?

A representative from Brightview responded per the contract; it is 40.

Mr. Arp asked what is your reaction time to get something fixed if it is missed?

A representative from Brightview responded normally it is 24 to 48 hours. In this situation it will probably be less than that because the crew is going to be on Tynes Boulevard the entire week.

Mr. Ritchie stated you have a line item here for additional mowing's as needed. Is that for the whole project?

A representative from Brightview responded yes that is if you wanted to go over 40 mowing's.

A representative from Down to Earth stated we are excited to be a part of your landscape company. There was a change in our company this last year. Down to Earth purchased our company in North Florida. As of July, we have become fully integrated in the North Florida area. We have recruiting resources. We have equipment resources. We have a new F&P program that we originally started, and we have seen dramatic results with it. I think one of our advantages is we know the property. We know the irrigation system. We have a Rockstar account manager, who knows every square inch of the property and we look forward to improving things as we move along. We have marked a number of items for improvement at each of the intersections out here.

Mr. Ritchie stated I met your irrigation tech out here one day and he acknowledged there has been a lot of problems with dig ups and crushing of our pipes from heavy equipment. Do you have a plan that shows where all of the locations are and what zones they are on?

A representative from Down to Earth responded we do. All of our techs map out each property.

Mr. Ritchie stated he said that each island is on a different zone. I think that is one of the problems why we are not getting the irrigation on the islands. Your quote here has a line item of \$6,385 for irrigation. Does that include a certain amount of repairs?

A representative from Down to Earth responded it does. Repairs are inclusive with the exception of acts of nature. We do a monthly irrigation check, where we go through every zone throughout the property.

Mr. Ritchie asked what if you don't have enough time on the one visit a month to get the irrigation back to 100%?

A representative from Down to Earth responded we make sure we make enough time. We go through every single head and every single zone before the inspection is complete. We don't leave anything undone.

Mr. Ritchie asked will you share that with our office staff, so we can follow this?

A representative from Down to Earth responded absolutely. We provide you with irrigation reports every month. They show exactly what was repaired and why it was repaired.

Mr. Ritchie stated I know he said he had a lot of problems with Clay Electric crushing our heads.

Mr. Lewis asked what is your turnaround time for busted heads?

A representative responded from Down to Earth responded quick. We serve other properties in the area, so we can always bring a tech over to look at things.

Mr. Lewis stated I notice when I walk the kids to school in the morning that there are heads stuck up.

Mr. Arp stated I feel like your proposal price looks very strong but one of the reasons we wanted to put this out to bid is because of the continuing problems out there. For me, I would be hesitant. What do you have as far as Brightview was talking about with forms that these guys are checking and inspections? Also, what is your turnaround time if something is missed?

A representative from Down to Earth responded we map out every one of our properties. If something is missed, we will come back the same day or the following morning.

Mr. Ritchie stated we hired you folks to do the Asian Jasmine and relocate a lot of plants. What is your typical warranty for new plants?

A resident responded for a year.

Mr. Ritchie asked how many complaints did you get from this board or Riverside Management Services about the dying of our Asian Jasmine plants?

A representative from Down to Earth responded we have had a few. We give you our word on our warranties. We will come right back out and will replace what is needed.

Mr. Ritchie asked is that a commitment or promise?

A representative from Down to Earth responded absolutely. We will always do the right thing.

Mr. Ritchie stated I know that some of the problems with the Asian Jasmine has been the lack of irrigation. Where you responsible for repairing the irrigation system components that were not working properly?

A representative responded we need to assess if the irrigation system is faulty and see if it falls under our responsibility and we would replace as necessary. We have come through a rocky time with our company and we have solid commitment to Pine Ridge. There are much bigger and better things ahead of us.

Mr. Torres stated next, we will hear from Duval Landscape.

A representative from Duval Landscape stated we have been in Duval since 2009. We have spread across the state. We are very proud of what we do with Murabella CDD with GMS and RMS too. We are going to bring the same expertise here. We know there are three main things that are of critical importance to you. We have done our due diligence. We are very comfortable with our pricing. We know it is accurate. Before we put a plan on the ground, we inspect the irrigation system and if you are controlling the irrigation and are responsible for the installation then it is totally on you. We warranty plant material for the lifetime that we do the maintenance on this property. If we put it in, then we warranty it.

Mr. Arp asked does that include sod?

A representative from Duval Landscape responded yes. There is three pieces of the pie in landscaping. Those three pieces are sharp mower blades and not cutting too short, good irrigation and coverage and then a good fertilization and weed control products. If all three of those things are in this RFP and we are controlling those then your landscaping is going to look great. If one of those things is off, then it will not look great.

The landscape designer for Duval Landscape stated my only job function for Duval Landscape is a landscape designer. I also have a staff that work for me. When I looked at the

property, I noticed the property looks fair. What I do see out here is a whole lot of mulch. I see a lot of opportunities for coming up with practical plans to resolve some of the issues and the lack of material in certain areas. On the right of your clubhouse there is irrigated Confederate Jasmine that looks very nice. The reason why I think that is going to survive a lot better is because that is in a three gallon size pot versus a plug. It is going to be easier for that plant to get established and a lot more difficult for it to dry out. I did a quick diagram of the monument sign. Here is your before and here is your after. What I see wrong with the before picture is, I only see about 20% or 30% of the sign itself. Someone put a lot of effort to putting that stack stone on that sign and I see about 5% of it. I added some irrigated Confederate Jasmine and then I added some Loropetalum.

A representative from Duval Landscape stated what we would want to do before we even started would be the irrigation inspection. Some other items that we noticed as a recommendation would be to hard prune those Knockout Roses in March and then fertilize them. There is Spanish Moss growing on them. I don't know when the last time they were touched. Also, some of the sidewalks are covered with the ornamental grasses. You have to have a plan, develop the plan and manage the plan. We do a report every time we are here. You will get it the next day. The first thing that we establish is critical success criteria, which are the things that are the most important to you. You would tell us that in our initial meeting when we walk the property. Then, it becomes gospel. It goes into our system and everyone is interconnected. We are a single ownership company. We are not a private equity. You can contact the owner at any time you would like. We have a branch manager, account manager and then a supervisor. The crew leaders are designated in yellow. They are always bilingual.

Mr. Arp stated we have had sections that have been brought up in several meetings where things are supposed to be mowed and they are not getting done. We submitted pictures of weeds growing on the sidewalks. I want to make sure that if we are paying for things to get done that they are getting done every time.

Mr. Ritchie stated I like your suggested change on the entryway sign. I assume that is not part of our proposal.

The landscape designer for Duval Landscape stated it is not. One of the things that I do is I videotape the entire property and then we will have an actual record of the property.

Mr. Torres stated the next company is Tree Amigos.

A representative from Tree Amigos stated Jim Proctor and myself grew up together in Northeast Florida. He couldn't make it today. He is at Fleming Island Community. We also manage Eagle Harbor. We do top quality work. We have over 100 employees. Our office is in Fleming Island/Eagle Harbor area. We also maintain Eagle Landing and Grayhawk. We have licensed irrigation staff. We have a pest control division. We have a hardscape division. I have a horticultural degree, as well as Larry and Jim Proctor. Doug worked for Eagle Harbor for 15 years at the golf course and ran the golf course for about eight years and now he came on with us. He is a turf management expert. I know our price is right in the middle at \$130,000. We have six account managers and we have been here in Clay County for over 20 years. Jim and I have 30 years each in the industry. The value that we would give your community is second to none. Doug has been all over the community here and he helped us out with the bid.

Doug with Tree Amigos stated we provide pretty much everything that everyone else has talked about. We do an irrigation inspection right off the bat. We draw maps of it out. We do soil tests. With us being at Grayhawk and Eagle Landing, we would be in this area with two crews for five days a week. We are ready at any time to take care of situations if something arises. John Frasier has worked for the company for close to 15 years. He is a wiz at irrigation. We have our own pesticide division. We are big on preemergent. We use good quality chemicals to pre-emerge with. This is a good looking community that needs a lot of detail work. There are some things that need to be improved on to make this property a lot better than it does now.

Mr. Ritchie stated you show 42 work weeks on your proposal. Is that 42 cuts?

A representative from Tree Amigos responded yes.

Mr. Torres stated next, we will hear from Yellowstone.

A representative from Yellowstone stated thank you all for inviting us to be a part of the bid process. My name is Shane Sullivan. I am the branch manager. Kyle is our business development manager. I have been with Yellowstone for 13 years and Kyle has been with Yellowstone for nine years. We have strong seniority here in Jacksonville. We promote from within. We have a strong structural organization. One thing I notice in Pine Ridge is consistency, attention to detail and communication. Our account manager would provide you all with the schedules of fertilizer and pest control applications and any irrigation inspections

and any arbor work. All of our services are in-house. We also have an in-house arbor team with an arbor manager. Kyle is also a certified arborist.

Kyle from Yellowstone stated we don't have presentations and booklets and maps but what I do have in that proposal is a startup plan with what we want to accomplish in the first 30, 60 and 90 days. Irrigation is number one priority. We also do soil testing and we like to mitigate any kind of risks. There are a couple of oak trees out at the parking lot that need trimmed and some other trees along the roadway need trimmed to scale. One thing that we do offer that a lot of people in Northeast Florida do not offer is something called arbor jet, which is a liquid fertilizer that you inject into the tree, so you get immediate uptake. We have a pretty detailed plan with what we want to do and how to get this relationship off of the ground. We will follow through with what we told you we were going to do, and we will provide you with weekly quality inspection reports. Quality control is a big part of making sure you guys are getting what you are paying for.

Mr. Ritchie asked what communities do you handle out here?

A representative from Yellowstone responded we have Bartram Park Boulevard, Aberdeen CDD and Wynnfield Lakes CDD.

Mr. Lewis stated I see you do a spot treating for fire ants. Is there an overall treatment and then a spot treatment?

A representative from Yellowstone responded we do provide an insecticide when we do spray, so you get a little bit of control, but our main focus is a handfed insecticide. Obviously, you also want to use environmentally friendly chemicals, especially with kids. We also give you guys a 24 heads up on treatment.

A representative from Yellowstone stated Kyle started out as an assistant account manager and now he is helping us get more work.

Mr. Torres stated you have heard from everyone that we received proposals on. We do appreciate all of the work that went into this process. You can use your criteria to rate the proposers. The criteria categories are personnel, experience, understanding the scope of work and price. I did spend some time with Chris on verifying the proposer's information. For Fiscal Year 2020 we allotted \$100,000 into the landscaping budget. The contingency in that area is \$4,400. Everyone can score the proposers individually. I also provided everyone with scoring, as well. We can table this item if you need more time to decide.

Mr. Ritchie stated I would like to suggest to the board that we not make a decision tonight. I think there is more to this than price. I think it is quality. I would like to look at some of the properties that these companies maintain.

Mr. Arp stated I agree. I also think we should give Jeff sometime to look at this, as well.

Mr. Biagetti stated I would be fine with that. Also thank you to Chris and Ernesto for their time spent on this and all of the vendors here.

Mr. Ritchie stated I talked to our attorney before the meeting tonight and I asked him where we were on the refinancing of the CDD bonds. He said there are things in motion that he hopes to have resolved by mid-December. If that becomes a reality, then that would be a good time to have a special meeting for both items.

Mr. Torres stated I will talk to Jason and see what he recommends, as far as, the information he is going to have. I can send an email to all of the supervisors and propose four or five meeting dates and times and once we get a quorum then we would advertise for a special meeting.

Mr. Hall stated I will speak to the contractors that if we don't meet again until January that their prices do not change.

On MOTION by Mr. Biagetti seconded by Mr. Lewis with all in favor to Table the Scoring of the Landscaping Proposals to the Next Meeting was approved.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. District Manager

There being none, the next item followed.

C. Engineer

There being none, the next item followed.

D. Operations Manager – Report

Mr. Hall stated we did have to replace the air conditioner in this building. We got three proposals. Howard ended up replacing the unit. Holiday lights will be going up starting this week. We have some lights out and I have a lift scheduled for next week to get to the tall lights.

Mr. Ritchie asked have we switched out all of the lights to LED now?

Mr. Hall responded we haven't yet.

Mr. Ritchie asked do they make LED bulbs to retrofit on those metal halides?

Mr. Hall responded they do but the problem with your pole lights here is they are horizontal bulb. We usually use a corncob bulb, but they won't fit in your fixture. It can be done though. The best thing to do is to get an electrician in and get them to look at it. It would be a cost upfront to have someone do it but there is a good savings on the electricity bill.

Mr. Ritchie asked could you provide us with some pricing for this at the next meeting?

Mr. Hall responded yes.

E. Amenity Manager – Proposal for New Recumbent Bike

Ms. Cranford stated I made each of you a proposal to purchase a new recumbent bike. Probably a year ago the handlebars broke off of our current bike. People now hold onto the face of the bike to stand up and it is now broken. It is not fixable, so I had them give us a price on the current model that we have and also the information and pricing to get the next model up. I personally think for \$200 that it makes sense to go with the newer model.

Mr. Biagetti stated since it gets used let's do an upgrade while we can.

Ms. Cranford stated it is a Spirit model bike, but Fitness Pro would be purchasing it and installing it.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie with all in favor the Proposal from Fitness Pro for a New Recumbent Bike totaling \$1,569.50 was approved.

Mr. Torres stated each year there is a contribution to replace fitness equipment, so you are well within your capital reserves to make this purchase tonight.

Ms. Cranford stated the holiday party is coming up December 8th. We are doing a Breakfast with Santa. I have some volunteers that are going to cook breakfast. We are also going to let the kids decorate ornaments. Northeast Florida Astronomical Society came out to do a stargazing night.

**TWELFTH ORDER OF BUSINESS Audience Comments / Supervisor's
Requests**

A resident stated we still have the light pole that was put up on Pine Ridge Parkway towards Wetland Ridge and it is still not functioning.

Mr. Lewis stated that is the one that had a problem. I will get with Clay Electric on that.

Mr. Nazario stated there are at least two streetlights on the circle that don't work. How do we get that fixed?

Mr. Biagetti responded there is an online submission form. Each light post has a number on it and you can report.

Ms. Cranford stated I can send out that information in an email blast.

A resident stated the median in front of here is one big fire ant hill. The whole island is full of them.

Mr. Hall stated I will ask Down to Earth to treat it and we can also do spot treatment.

Mr. Torres stated if you have problems like this please don't wait to bring it to a CDD meeting because we can take care of it before you have to wait until a meeting. Please bring it to staff's attention.

A resident stated tonight is my first CDD meeting and someone educated me on this abomination of an asphalt pile that is on the main road and Creek Bluff. Is that going to get fixed?

Mr. Lohse responded it is an area that was sinking in and they dug it out for the 10th time now and this time they decided to throw asphalt on it.

Mr. Biagetti stated it is not CDD property.

Mr. Lohse stated the County came out and did that.

Mr. Prius asked did anyone ever think about going solar for lights?

Mr. Ritchie responded the initial cost of solar is very expensive.

Mr. Prius asked is there such a thing as a solar peg for streetlights? Wouldn't that fix the problem with the streetlights?

Mr. Lewis responded what is happening to the ground wire would happen to solar. You are still pulling electricity.

A resident asked would solar be feasible for the amenity center?

Mr. Biagetti responded I don't think so. There could be for certain lighting, but we are so spread out that there may be something with having the constant current. It could be something we can glance at.

A resident asked is there a possibility that we have one or two companies come in and give us information on solar?

Mr. Biagetti responded Chris and Maria will entertain a couple of these solar companies and see if it is something that they would do and then we could possibly check on it down the road.

Mr. Navario asked do you know how much it costs to run the amenity center per year with energy?

Mr. Torres responded we budget \$23,000 for utilities and last year we spent \$18,000. That is for all utilities.

Mr. Hall stated we have changed the outdoor signs to LED lights. The only thing we haven't changed out yet are the parking lot lights. As lights go out, they are replaced with LED bulbs.

Mr. Grassia stated the HOA has discussed more items to go with the movie set. There is an issue with storage here. Would it be possible to put a shed on the property to store things?

Mr. Ritchie asked would you entertain splitting the cost with the CDD?

Mr. Grassia responded we would entertain that. We know a resident put in a tough shed for about \$3,500 and it matches their house. Something like that should be more than sufficient.

Mr. Prius stated if you put electronic equipment in the shed then you would have to air condition it because it would ruin it. If you have a shed outside, then you need to secure it.

Mr. Biagetti stated I will work with staff and see what we can do.

Mr. Lohse stated I also remember a conversation before about using offsite storage for the amenity center. I have one more item. There is a grate at the entrance to the second entrance to the amenity center that is in the road that is set to the side and there is a four inch road hazard. Has that been addressed to the County? I know that it is not Pine Ridge property, but it is adjacent to the property.

Mr. Hall responded I have not.

Mr. Torres stated this is the first time the CDD has heard of it. It is a County issue, and anyone can call the County on it.

Mr. Biagetti stated this was brought to our attention that when we play movies that we have to pay a special rate to be able to broadcast that. We are working on an umbrella policy for the year that would cover all motion pictures. We are just waiting on the final stamp of approval before we can move forward with that.

THIRTEENTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending August 31, 2019

Mr. Torres stated included in your agenda package is a copy of the balance sheet and income statement. I would like to draw to your attention on page three that it gives you a total adopted amount of \$565,187 and the actual amount is \$514,350, which is great news. We have a variance of \$44,837, which will be applied as a carry forward surplus.

B. Assessment Receipts Schedule

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

C. Approval of Check Register

Mr. Torres stated included in your agenda package is a copy of the check register, which totals \$83,363.66.

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

FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – 1/21/20 @ 6:00
p.m. at the Pine Ridge Plantation Amenity
Center**

Mr. Torres stated the next scheduled meeting is January 21st at 6:00 p.m. at this location.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Biagetti seconded by Mr. Lewis with all in favor the Meeting was adjourned.
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Secretary / Assistant Secretary

Chairman / Vice Chairman

FIFTH ORDER OF BUSINESS



OFFICE OF THE CLAY COUNTY PROPERTY APPRAISER

Honorable Roger A. Suggs, CFA, AAS, CCF

State-Certified General Real Estate Appraiser RZ2771



November 12, 2019

Pine Ridge Plantation Community Development District
c/o Government Management Services – North Florida
Attention: Sheryl Fulks
475 West Town Place, Suite 114
St. Augustine, FL 32092

RE: Public Records Exemptions

Dear Ms. Fulks:

Chapter 119, Florida Statutes, provides that any records made or received by any public agency in the course of its official business are available for inspection, unless specifically exempted by law. § 119.071(4), F.S., provides an exemption (upon request) for an extensive list of designated officers and employees, and their families, by removing certain personal, identifying information from the mandatory disclosure of the Florida Public Records Act.

The 2019 Florida Legislature passed Senate Bill 248, which was enacted on July 1, 2019. The bill amends § 119.071(4)(d), F.S., by providing an expanded definition of home addresses as “the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name, lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.” This information is captured and maintained in the property appraiser’s database.

Since the Pine Ridge Plantation Community Development District (and designated employees) has a statutory or substantial policy need for the database information that is otherwise exempt from disclosure, it will be shared. However, the exempt status of the information should remain in effect to protect the safety and privacy of the specified personnel and their families.

Enclosed is an agreement, which demonstrates a tangible acknowledgement of our understanding. Additionally, I have provided PTO 19-03 and Senate Bill 248 for your consideration. If you have any questions or concerns, please contact me at (904) 278-3627 or rsuggs@ccpao.com.

Sincerely,

Roger A. Suggs, CFA, AAS, CCF
Property Appraiser

State-Certified General Real Estate Appraiser RZ2771

Main Office
County Administration Building
477 Houston Street, 2nd Floor
Green Cove Springs, FL 32043
Telephone: (904) 269/284-6305
Fax: (904) 284-2923
www.ccpao.com

Orange Park Office
Park Central Plaza
1518 Park Avenue
Orange Park, FL 32073
Telephone: (904) 541-5332
www.facebook.com/ccpao.fl

Member, International Association of Assessing Officers

**NONDISCLOSURE AGREEMENT
FOR INFORMATION EXEMPT FROM PUBLIC DISCLOSURE
UNDER CHAPTER 119, FLORIDA STATUTES**

**BETWEEN THE CLAY COUNTY PROPERTY APPRAISER AND THE PINE
RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

THIS NONDISCLOSURE AGREEMENT FOR INFORMATION EXEMPT FROM PUBLIC DISCLOSURE UNDER CHAPTER 119, FLORIDA STATUTES ("Agreement") is made and entered into this _____ day of _____ 2019, by and between the **PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT** (the "District"), an independent special district created pursuant to Chapter 190, Florida Statutes, as amended, whose address is 475 West Town Place, Suite 114, St. Augustine, FL 32092, and the **CLAY COUNTY PROPERTY APPRAISER**, (the "Property Appraiser") a Constitutional Officer of the State of Florida, whose address is P.O. Box 38, Green Cove Springs, Florida 32043.

**SECTION I
Findings and Determinations**

The parties find and determine:

1. The Property Appraiser has the statutory responsibility to list and appraise all real and tangible personal property in the county each year for purposes of ad valorem taxation. During the normal course of business, the Property Appraiser acquires, stores, and maintains an abundance of property and ownership information, some of which is exempt from public disclosure; and
2. In order to perform its contractual duties related to the production of non-ad valorem assessments and the delivery of a non-ad valorem tax roll to the Clay County Tax Collector, the District requires certain property and ownership information held by the Property Appraiser for properties within the District's jurisdictional boundary.

**SECTION II
Applicable Law and Regulations**

1. Chapter 119, F.S., provides that any records made or received by any public agency in the course of its official business are available for inspection, unless specifically exempted by the Florida Legislature; and
2. § 119.071, F.S., contains multiple exemptions from disclosure under the mandatory access requirement of § 119.07(1), F.S. Under § 119.071(4)(d)3., F.S., an agency that is not the employer of, but is the custodian of records pertaining to, one of the persons enumerated in § 119.071(4)(d),

F.S., is required to maintain such person's exemption if the person or his or her employing agency submits a written request to the custodian; and

3. § 119.071(4)(d), F.S., defines "home addresses" to mean the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address; and
4. The Office of the Attorney General of Florida ("Attorney General") released Advisory Legal Opinion 2017-05 on November 22, 2017, that noted a clear distinction is made between public records that are "exempt" from disclosure and records that are "confidential." "If information is made confidential in the statutes, the information is not subject to inspection by the public and may only be released to the persons or organizations designated in the statute.... If records are not confidential but are only exempt from the Public Records Act, the exemption does not prohibit the showing of such information." Based upon this distinction, the Attorney General concluded that when there is a statutory or substantial policy need for information that is otherwise exempt from disclosure under the Public Records Act, the information should be made available to the requesting agency or entity. The Attorney General also noted that there is nothing in Chapter 119, F.S., indicating that an exempt address loses its exempt status by being shared with another agency.

SECTION III

Purpose

1. The purpose of this Agreement is to facilitate the transfer between the Property Appraiser and the District of data elements maintained by the Property Appraiser that constitute home address as defined and that are exempt under Chapter 119, F.S., for which the Property Appraiser has received a request to withhold such home addresses from disclosure pursuant to § 119.071(4)(d)3., F.S. ("Exempt Home Addresses"); and
2. To ensure that exempt home addresses retain their exempt status, and are withheld from disclosure in accordance with applicable law, once in the District's possession.

SECTION IV

Term

1. The term of this Agreement shall commence upon execution and shall continue and extend uninterrupted from year-to-year, automatically renewed for successive periods not to exceed one (1) year each; and
2. Either party has the right to terminate this Agreement by giving at least 30 days notice in writing to the other party to expire at the end of the initial or last renewal term.

SECTION V
Duties and Responsibilities of Property Appraiser

1. The Property Appraiser agrees to provide the District exempt home addresses in the same manner that it provides other non-exempt property and ownership information; and,
2. The Property Appraiser agrees to clearly identify which properties contain exempt home addresses. This information will be conveyed in the data file(s) using a field named PCCONF. The PCCONF field will contain a "Y" if the parcel has an exempt home address. Otherwise, the PCCONF field will contain a "N".

SECTION VI
Duties and Responsibilities of the District

1. The District agrees that exempt home addresses will retain their exempt status once in its possession; and
2. To the extent permitted by applicable law, the Requesting Entity agrees to withhold from public disclosure exempt home addresses or names as outlined pursuant to §§ 119.071(4) and 493, F.S., and as otherwise identified by the Property Appraiser pursuant to Section V, above.

SECTION VII
Miscellaneous

1. The parties shall perform all their obligations under this Agreement in accordance with good faith and prudent practice.
2. If either party receives any letter, action, suit or investigation from a non-party to this Agreement regarding the withholding of the exempt home addresses pursuant to this Agreement, the other party shall cooperate and assist the other parties in this agreement in defending claims to such exempt home addresses. The parties agree that neither party shall be entitled to any additional fees and/or compensation for their cooperation and assistance under this paragraph of the Agreement.

3. Each party, as a state agency, political subdivision, or special unit of government as defined by § 190 and 768.28, F.S., shall indemnify each other party and defend and hold it harmless as to any claim, judgment or damage award whatsoever arising out of or related to that indemnifying party's own negligent or wrongful acts or omissions, to the extent permitted by law, and subject to the dollar limitations set forth in §.768.28, F.S. The parties understand that pursuant to § 768.28(19), F.S., no party is entitled to be indemnified or held harmless by another party for its own negligent or wrongful acts or omissions. Nothing herein is intended to serve as a waiver of sovereign immunity by any party to which sovereign immunity may be applicable, and each party claims all of the privileges and immunities and other benefits and protections afforded by § 163.01(9), F.S. The parties to this Agreement do not intend that this Agreement benefit any third party, and nothing herein should be construed as consent by a state agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement.
4. This Agreement constitutes the entire Agreement between the parties with respect to the subject matter contained herein and may not be amended, modified, or rescinded unless otherwise provided in this Agreement, except in writing and signed by all the parties hereto. Should any provision of this Agreement be declared to be invalid, the remaining provisions of this Agreement shall remain in full force and effect, unless such provision found to be invalid alters substantially the benefits or the Agreement for either of the parties or renders the statutory and regulatory obligations unable to be performed. All prior agreements between the parties hereto, addressing the matters set forth herein, are hereby terminated and superseded by this Agreement.
5. This Agreement shall be governed by the laws of the State of Florida.
6. Written notice shall be given to the parties at the following addresses, or such other place or person as each of the parties shall designate by similar notice:

As to Property Appraiser:

The Honorable Roger Suggs
Clay County Property Appraiser
P.O. Box 38
Green Cove Springs, FL32043

As to the Requesting Entity:

Pine Ridge Plantation Community
Development District
c/o Sheryl Fulks
475 West Town Place, Suite 114
St. Augustine, FL 32092

IN WITNESS WHEREOF, the parties have hereunto set, their hands and seals and such of them as are corporations have caused these presents to be signed by their duly authorized officers.

WITNESS

Tracy S. Drake
Signature

Tracy S. Drake
Printed Name

CLAY COUNTY PROPERTY APPRAISER

By: Roger A. Suggs
Hon. Roger A. Suggs

Date: 11/12/2019

WITNESS

Signature

Printed Name

PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Signature

Printed Name

Date: _____

To: Property Appraisers, Tax Collectors, Clerks of the Court, Boards of
County Commissioners, Taxing Authorities, and Interested Parties
From: Property Tax Oversight Program
Date: July 1, 2019
Bulletin: PTO 19-03

**FLORIDA DEPARTMENT OF REVENUE
PROPERTY TAX INFORMATIONAL BULLETIN**

**Agency personnel information exemptions from inspection or copying of
public records**

The 2019 Legislature enacted [chapter 2019-12](#), Laws of Florida, (SB 248) effective July 1, 2019. Section 1 of the law amends section 119.071(4)(d), Florida Statutes, regarding agency personnel information that is exempt from public disclosure, to define the term “home addresses” for purposes of public records exemptions for personal identifying and location information of agency personnel and their family members.

The new law provides:

119.071 General exemptions from inspection or copying of public records.—

(4) AGENCY PERSONNEL INFORMATION.—

(d)1. For purposes of this paragraph, the term:

a. “Home addresses” means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

Property appraisers and custodians of public records must redact that portion of the records where the exemption applies. Property appraisers indicate a record is exempt from public disclosure by placing a confidentiality code in their CAMA systems and on the tax roll, as s. 193.114(2)(u), F.S., requires.

For more information, please see [PTO Bulletin 07-17](#) on the Department’s Revenue Law Library, which also addresses amendments to s. 119.071(4), F.S.

The Department of Revenue has provided this bulletin for your general information. Please distribute to your staff who may be affected by the changes in the law. If you have questions about its contents, please send them to DORPTO@floridarevenue.com.

CHAPTER 2019-12

Committee Substitute for Committee Substitute for Committee Substitute for Senate Bill No. 248

An act relating to public records; amending s. 119.071, F.S.; expanding exemptions from public records requirements for agency personnel information by defining the term "home addresses" for purposes of public records exemptions for personal identifying and location information of certain agency personnel and their family members; exempting personal identifying and location information of active or former civilian personnel employed by a law enforcement agency, and of spouses and children of such personnel, from public records requirements; authorizing certain persons to request the release of exempt information in a specified manner; requiring a custodial agency to release such information upon receipt of such a request; providing for retroactive application; providing for legislative review and repeal of the exemptions; providing statements of public necessity; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Paragraph (d) of subsection (4) of section 119.071, Florida Statutes, is amended to read:

119.071 General exemptions from inspection or copying of public records.—

(4) AGENCY PERSONNEL INFORMATION.—

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn ~~or civilian~~ law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the

Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

b. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Department of Financial Services whose duties include the investigation of fraud, theft, workers' compensation coverage requirements and compliance, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2021, unless reviewed and saved from repeal through reenactment by the Legislature.~~

c. The home addresses, telephone numbers, dates of birth, and photographs of current or former nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations whose duties include the investigation of fraud, theft, other related criminal activities, or state regulatory requirement violations; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. 633.408; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15, and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former guardians ad litem, as defined in s. 39.820; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and

children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2022, unless reviewed and saved from repeal through reenactment by the Legislature.~~

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2019, unless reviewed and saved from repeal through reenactment by the Legislature.~~

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees; and the names and locations of schools and day care facilities attended by the children of such consultants or employees are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2020, unless reviewed and saved from repeal through reenactment by the Legislature.~~

q. The home addresses, telephone numbers, dates of birth, and photographs of current or former emergency medical technicians or paramedics

certified under chapter 401; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such emergency medical technicians or paramedics; and the names and locations of schools and day care facilities attended by the children of such emergency medical technicians or paramedics are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2021, unless reviewed and saved from repeal through reenactment by the Legislature.~~

r. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel employed in an agency's office of inspector general or internal audit department whose duties include auditing or investigating waste, fraud, abuse, theft, exploitation, or other activities that could lead to criminal prosecution or administrative discipline; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2021, unless reviewed and saved from repeal through reenactment by the Legislature.~~

s. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, nurses, and clinical employees of an addiction treatment facility; the home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. For purposes of this sub-subparagraph, the term "addiction treatment facility" means a county government, or agency thereof, that is licensed pursuant to s. 397.401 and provides substance abuse prevention, intervention, or clinical treatment, including any licensed service component described in s. 397.311(26). ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.~~

t. The home addresses, telephone numbers, dates of birth, and photographs of current or former directors, managers, supervisors, and clinical employees of a child advocacy center that meets the standards of s. 39.3035(1) and fulfills the screening requirement of s. 39.3035(2), and the members of a child protection team as described in s. 39.303 whose duties include supporting the investigation of child abuse or sexual abuse, child abandonment, child neglect, and child exploitation or to provide services as part of a multidisciplinary case review team; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and

locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. ~~This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2023, unless reviewed and saved from repeal through reenactment by the Legislature.~~

3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. shall maintain the exempt status of that information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written request for maintenance of the exemption to the custodial agency.

4. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party that is authorized to receive the information. Upon receipt of the written request, the custodial agency shall release the specified information to the party authorized to receive such information.

5. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

6. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2024, unless reviewed and saved from repeal through reenactment by the Legislature.

Section 2. (1) The Legislature finds that it is a public necessity to define the term "home addresses" for purposes of the public records exemptions for agency personnel information under s. 119.071(4)(d), Florida Statutes. The public records exemptions for agency personnel information protect identifying and location information of numerous types of personnel, including, but not limited to, current or former law enforcement officers, investigative personnel, state attorneys and prosecutors, public defenders, guardians ad litem, Supreme Court justices, various judges, and the spouses and children of such personnel. The Legislature has previously recognized that such personnel and their family members are at a heightened risk of physical and emotional harm from disgruntled individuals who have contentious reactions to actions taken by such personnel, or whose business or professional practices have come under scrutiny of such personnel, and, as a result, has enacted various public records exemptions. While home addresses of such personnel and their family members are already exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Article I of the State Constitution, the current exemptions do not provide protection for various forms of descriptive property information that may be used on its own, or in conjunction with other information, to reveal the home addresses that otherwise should be

protected from public disclosure. Therefore, the Legislature finds that it is a public necessity to specifically define the term "home addresses" so that the safety and privacy of various personnel and their family members are not compromised.

(2) The Legislature further finds that it is a public necessity that the home addresses, telephone numbers, dates of birth, and photographs of active or former civilian personnel employed by a law enforcement agency; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel be exempt from public records requirements. Existing law already provides that the identifying and location information of active or former civilian law enforcement personnel and their spouses and children are exempt from public records requirements. The amendment made by this act further specifies that any active or former civilian personnel employed by a law enforcement agency and their spouses and children are entitled to the protections of the public records exemption. The civilian personnel of law enforcement agencies perform a variety of important duties that ensure public safety and welfare and encourage safe and secure communities. As a result of such duties, these civilian personnel often come into close contact with individuals who not only may be a threat to those personnel, but who might also seek to take revenge against them by harming their spouses and children. The Legislature finds that modifying the public records exemption to apply to all active or former civilian personnel employed by a law enforcement agency and their spouses and children will serve the public interest by further ensuring the safety of such personnel.

Section 3. This act shall take effect July 1, 2019.

Approved by the Governor April 26, 2019.

Filed in Office Secretary of State April 26, 2019.

SIXTH ORDER OF BUSINESS

Pine Ridge Plantation Community Development District
Request for Proposal
Landscape & Irrigation Maintenance Services Evaluation Criteria

		Personnel	Experience	Understanding of Scope of Work	Price	
		(E.g., geographic locations of the firm's headquarters or office in relation to the project; adequacy and capabilities of key personnel, including the project manager and field supervisor; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)	(E.g., past record and experience of the respondent in similar projects; volume of work previously awarded to the firm; past performance for other Community Development Districts in other contracts; character; integrity; reputation of respondent, etc.)	Does the proposal demonstrate an understanding of the District's needs for the services requested?	40 points will be awarded to the Proposer submitting the lowest total price for completing the work, provided such lowest price does not indicate a lack of understanding of the scope of work. All other proposals will receive a percentage of this score based upon the difference between that Proposer's price and the lowest price.	Point Total
	Proposer	20	25	15	40	100
1	Brightview					
2	Down To Earth					
3	Duval					
4	Tree Amigos					
5	VerdeGo					
6	Yellowstone					

EIGHTH ORDER OF BUSINESS

D.

1.

Pine Ridge Plantation Community Development District
4200 Pine Ridge Parkway, Middleburg, Florida 32068
904-509-6445

Date: January 14, 2020

To: Pine Ridge Plantation CDD, Board of Supervisors

From: Maria Cranford, Amenity Manager &
Chris Hall, Operations Manager

Re: Monthly Facility Memorandum

Completed Items:

- The social room bathrooms have been painted.
- Uneven pavers on the pool deck have been repaired.
- Burned-out light bulbs in the tall pool deck lights have been replaced.
- The wooden fence along Tynes Blvd. has been repaired and painted.
- Broken No Diving tiles have been replaced on the pool deck.
- Holiday lights and decorations were installed and removed for the holiday season.
- A new printer/copier/scanner was purchased and installed in the office.
- Cornhole boards were purchased for the tournaments held at the amenity center.
- The play area equipment has been painted or touched up with fresh paint.
- Fitness Pro has continued the preventative maintenance on the fitness equipment.
- Amenity center lights are being checked and replaced as needed.
- Outdoor district lights are being checked and replaced as needed.
- RMS continues to maintain the swimming pool.
- Playground has been inspected and the loose equipment has been tightened.
- Trash is being picked up weekly along the roadways and common areas by RMS.
- Dog waste stations are being changed and stocked weekly.

Landscaping & Lakes:

- Down to Earth continues to maintain the grounds throughout.
- Several irrigation repairs have been completed by Down to Earth.
- Certified playground mulch has been installed in the play area.
- Lake Doctor's continues to maintain the lakes.
- RMS continues to inspect and clean all the lakes and outfall structures.

Amenity Manager:

- Total number of rentals for January and February = 12
- Frozen Sweets Treat Truck was at the amenity center November 23rd from 12 p.m. to 3 p.m. and again on January 1st from 1 p.m. to 4 p.m.
- Butt Hutt Smokehouse was at the amenity center January 4th from 5 p.m. to 8 p.m.
- Cuban Fire Grill food truck is scheduled to be at the amenity center from 4 p.m. to 7 p.m. on January 25th.
- Adults cornhole tournament on January 18th at 2 p.m.
- Northeast Florida Astronomical Society will be back for another night of stargazing on February 15th.
- Community yard sale was held on December 14th and 15th. Next one is being planned for March 28th and 29th.
- Easter Event is being planned for Saturday, April 11th from 1 to 3 p.m.
- Zumba classes continue to be held on Mondays and Wednesdays in the clubhouse.
- Yoga classes resumed on January 7th.
- Residents continue to hold a game night in the clubhouse on Tuesdays and Thursdays.
- North Florida Vending continues to service and stock our soda machine.

Should you have any questions or comments regarding the above information, please contact Chris Hall at (904) 657-9211, chall@rmsnf.com or Pine Ridge Amenity Manager at (904) 291-8878, prmgr@riversidemgtsvc.com.

2.



LANDSCAPE SERVICE UPDATE

Property Name	Pineridge CDD				
Date	12/12/19		Account Manager	Josh Feagin	
Turf			Comments		
Mowing	<input checked="" type="checkbox"/>	Edging	<input checked="" type="checkbox"/>	String Trim	<input checked="" type="checkbox"/>
					Due to growth whole property was serviced.
Irrigation			Comments		
Inspect	<input checked="" type="checkbox"/>	Repair	<input checked="" type="checkbox"/>	Adjust	<input checked="" type="checkbox"/>
					I replaces and adjusted several heads along Tynes Blvd
Ornamental Beds			Comments		
Palms Pruned	<input type="checkbox"/>	Trees Pruned	<input checked="" type="checkbox"/>	Hedges Trimmed	<input checked="" type="checkbox"/>
Weeds Pulled	<input checked="" type="checkbox"/>	Mulch Added	<input checked="" type="checkbox"/>	Pine Straw Added	<input checked="" type="checkbox"/>
					Several shubs and trees were trimmed
					Weeds were pulled in the beds and the property was mulched
Fertilizer and Pest Control			Comments		
Turf Fertilizer	<input type="checkbox"/>	Turf Pre-emerge	<input type="checkbox"/>	Shrub Fertilizer	<input type="checkbox"/>
Beds Sprayed	<input checked="" type="checkbox"/>	Beds Pre-emerge	<input type="checkbox"/>	Crack Weeds	<input checked="" type="checkbox"/>
Ants Treated	<input checked="" type="checkbox"/>	Fungus Treated	<input type="checkbox"/>	Turf Weeds	<input type="checkbox"/>
					Jasmine Beds were sprayed, sidewalk weeds were treated
					several ant piles were treated throught the property
New/Replacement Plantings			Comments		
Trees	<input type="checkbox"/>	Shrubs	<input type="checkbox"/>	Annuals	<input type="checkbox"/>
Other			Comments		
Trash Pick-up	<input checked="" type="checkbox"/>	Leaf Pick-up	<input checked="" type="checkbox"/>	Blowing	<input checked="" type="checkbox"/>
					All were completed in todays service
Questions or comments about your service can be directed to our customer service number at (904) 737-9733					



LANDSCAPE SERVICE UPDATE

Property Name		Pineridge CDD			
Date	12/16/19	Account Manager	Josh Feagin		
Turf					Comments
Mowing	Edging	String Trim	X	Detailed Weedeating was done throught the property	
Irrigation					Comments
Inspect	Repair	Adjust			
Ornamental Beds					Comments
Palms Pruned	Trees Pruned	X	Hedges Trimmed	X	The crew spent 8 Hrs on property today doing detail work
Weeds Pulled	X	Mulch Added		Pine Straw Added	
Fertilizer and Pest Control					Comments
Turf Fertilizer	Turf Pre-emerge		Shrub Fertilizer		
Beds Sprayed	X	Beds Pre-emerge	Crack Weeds	X	Jasmine Beds were cleaned, sidewalk weeds were removed
Ants Treated	X	Fungus Treated	Turf Weeds		more ant piles treated today at the playground and amenity center
New/Replacement Plantings					Comments
Trees		Shrubs		Annuals	X
					installed more yellow flowers at amenity center beds
Other					Comments
Trash Pick-up	X	Leaf Pick-up	X	Blowing	X
					leaves were removed and bagged up from several areas
Questions or comments about your service can be directed to our customer service number at (904) 737-9733					



Job Name: PINE RIDGE (MIDDLEBURG)
 Report Type: INSPECTION
 Controller Name: CORNER PINE RIDGE & PINE ISLAND
 Date: 12/6/18 Page #: 1 of 1

	Start Times:	Seasonal Adjust:	Run Days:
Program A	11:00PM	100 %	M (T) W T (F) S S
Program B		%	M T W T F S S
Program C		%	M T W T F S S
Program D		%	M T W T F S S

Checked Weather Sensor:
☒ YES ☐ NO
 Weather Sensor:
☒ Working ☐ Not Working

Controller Make & Model: HUNTER PRO-C
 Controller Status: (WORKING) NOT WORKING
 POC Info: Potable Water (Reclaim Water) Well Water Lake Water
 Pump Status & Type: PRESSURIZED PUMP START CENTRIFUGAL SUBMERSIBLE

Information:

Zone Number	2	3	4	5	6	7	8	9	10	11	12						
Pray, Rotor, MP, Drip, or Bubbler	S	S	S	S	S	S	S	S	R	R	R						
Run Time [Program: A 1]	25	25	25	25	15	25	25	25	45	45	45						
Run Time [Program: 1]																	
Battery Pack/Doubler/Add-a-Zone																	
Zone Faults or Alarms																	

Contract/Maintenance [No Charge]:

Checked Filters/Cleaned																	
Maintenance Repairs																	
Logged Nozzles				3		2	3	5									
Lead Straightened/Adjusted	3	2					2	4									

Billable Repairs or Upgrades:

Lead Broken - 6" spray		1				1	3										
Lead Broken - 12" spray																	
Lead Broken - 6" rotor									1								
Lead Broken - 12" rotor																	
Broken Riser																	
Upgrade 4" to 6" Pop Up																	
Upgrade 6" to 12" Pop Up																	
Nozzle - MPR		1				1	3										
Nozzle - MP rotator																	
Every Line Clog																	
Lateral Line Break																	
Relocation																	
Lead Raised or Lowered-Turf																	
Lead Raised or Lowered-Shrub																	
Damaged Valve Box																	
Valve - Inoperative/Sticking																	
Additional Labor/Troubleshoot																	
Other-See Comments																	

Additional Comments: ALL INCLUSIVE

Technician Name: KEVIN CARLISLE #209 Signature: Kevin



DOWN TO EARTH

LANDSCAPE & IRRIGATION
A Subcontractor/Service Company

Job Name: PINE RIDGE (MIDDLEBURG)
Report Type: INSPECTION
Controller Name: POOL AMENITY
Date: 12/5/19 Page #: 1 of 1

	Start Times:	Seasonal Adjust:	Run Days:
Program A	<u>10:00 PM</u>	<u>100 %</u>	<u>M(T)WTFSS</u>
Program B	<u>3:30 AM</u>	<u>100 %</u>	<u>M(T)WTFSS</u>
Program C		<u>%</u>	<u>MTWTFSS</u>
Program D		<u>%</u>	<u>MTWTFSS</u>

Checked Weather Sensor:	
<u>YES</u>	NO
Weather Sensor:	
<u>Working</u>	Not Working

Controller Make & Model:	<u>RAIN BIRD ESP-ME</u>		
Controller Status:	<u>WORKING</u>		
POC Info:	<u>Potable Water</u>	Reclaim Water	Well Water
Pump Status & Type:	<u>PRESSURIZED</u>	<u>PUMP START</u>	<u>CENTRIFUGAL</u>

Information:

Zone Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Pray, Rotor, MP, Drip, or Bubbler	<u>S</u>	<u>S</u>	<u>R</u>	<u>S</u>	<u>S</u>	<u>R</u>	<u>R</u>	<u>S</u>	<u>S</u>	<u>R</u>	<u>R</u>	<u>S</u>	<u>R</u>		
Run Time [Program: <u>A</u>]	<u>25</u>	<u>25</u>	<u>50</u>	<u>25</u>	<u>20</u>	<u>50</u>	<u>50</u>	<u>25</u>	<u>25</u>	<u>50</u>	<u>50</u>	<u>20</u>	<u>50</u>		
Run Time [Program: <u>B</u>]					<u>5</u>										
Battery Pack/Doubler/Add-a-Zone															
Zone Faults or Alarms												<u>✓</u>			

Contract/Maintenance [No Charge]:

Checked Filters/Cleaned															
Maintenance Repairs															
Logged Nozzles		<u>2</u>													
Lead Straightened/Adjusted	<u>1</u>	<u>2</u>													

Billable Repairs or Upgrades:

Lead Broken - 6" spray															
Lead Broken - 12" spray															
Lead Broken - 6" rotor						<u>1</u>						<u>1</u>			
Lead Broken - 12" rotor															
Broken Riser															
Upgrade 4" to 6" Pop Up															
Upgrade 6" to 12" Pop Up															
Nozzle - MPR															
Nozzle - MP rotator															
Every Line Clog															
Lateral Line Break															
Relocation	<u>1</u>														
Lead Raised or Lowered-Turf															
Lead Raised or Lowered-Shrub															
Damaged Valve Box															
Valve - Inoperative/Sticking															
Additional Labor/Troubleshoot												<u>1</u>			
Other-See Comments															

Additional Comments: ALL INCLUSIVE. LEAD BROKEN ON DOOR. LOCATE VALVE #12, REPLACE SOLIDID

Technician Name: KEVIN CARLISLE #204 Signature: Kevin

Did you contact the Account Manager? YES (NO)

What time? _____

Did you leave a VOICEMAIL / TEXT / EMAIL? YES / NO



DOWN TO EARTH

LANDSCAPE & IRRIGATION

A Mayland Industries Company

Job Name:

PINE RIDGE (MIDDLEBURG)

Report Type:

INSPECTION

Controller Name:

TRANSFORMER BY POND WEST END PINE RIDGE

Date:

12/5/18

Page #:

1

of

1

	Start Times:	Seasonal Adjust:	Run Days:
Program A	11:00PM	100 %	M T W (T) F S S
Program B		%	M T W T F S S
Program C		%	M T W T F S S
Program D		%	M T W T F S S

Checked Weather Sensor:

YES

NO

Weather Sensor:

Working

Not Working

Controller Make & Model:

HUNTER PRO-C

Controller Status:

WORKING

NOT WORKING

POC Info:

Potable Water

Reclaim Water

Well Water

Lake Water

Pump Status & Type:

PRESSURIZED

PUMP START

CENTRIFUGAL

SUBMERSIBLE

Information:

Zone Number	1	2	3	4	5	6	7	8	9	10								
Pray, Rotor, MP, Drip, or Bubbler	S	S	R	S	S	S	S	S	S	S								
Run Time [Program: A]	25	25	30	25	25	25	25	25	25	25								
Run Time [Program:]																		
Battery Pack/Doubler/Add-a-Zone																		
Zone Faults or Alarms																		

Contract/Maintenance [No Charge]:

Checked Filters/Cleaned																		
Maintenance Repairs																		
Logged Nozzles							2	3	4									
Lead Straightened/Adjusted	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

Billable Repairs or Upgrades:

Lead Broken - 6" spray				1		1												
Lead Broken - 12" spray																		
Lead Broken - 6" rotor																		
Lead Broken - 12" rotor																		
Broken Riser																		
Upgrade 4" to 6" Pop Up																		
Upgrade 6" to 12" Pop Up																		
Nozzle - MPR				1		1												
Nozzle - MP rotator																		
Every Line Clog																		
Lateral Line Break																		
Relocation																		
Lead Raised or Lowered-Turf																		
Lead Raised or Lowered-Shrub																		
Damaged Valve Box																		
Valve - Inoperative/Sticking																		
Additional Labor/Troubleshoot																		
Other-See Comments																		

Additional Comments: ALL INCLUSIVE. GFI Plug Tripped, RESET

Technician Name: KEVIN CARLISLE #207

Signature

Kevin

Did you contact the Account Manager? YES ☒ NO

What time? _____

Did you leave a VOICEMAIL / TEXT / EMAIL? YES / NO



Job Name: PINE RIDGE (MIDDLE BURG)
 Report Type: INSPECTION
 Controller Name: BEHIND WALL TUNES S6. END.
 Date: 12/5/19 Page #: 1 of 1

	Start Times:	Seasonal Adjust:	Run Days:
Program A	<u>11:00 PM</u>	<u>100</u> %	<u>M T W T F S S</u>
Program B	<u>6:05 AM</u>	<u>100</u> %	<u>M T W T F S S</u>
Program C		%	<u>M T W T F S S</u>
Program D		%	<u>M T W T F S S</u>

Checked Weather Sensor: YES NO
 Weather Sensor: Working Not Working

Controller Make & Model: HUNTER PRO-C
 Controller Status: WORKING NOT WORKING
 POC Info: Potable Water Reclaim Water Well Water Lake Water
 Pump Status & Type: PRESSURIZED PUMP START CENTRIFUGAL SUBMERSIBLE

Information:

Zone Number	1	2	3	4	5	6	7	8	9	10	11	12				
Pray, Rotor, MP, Drip, or Bubbler	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>R</u>	<u>R</u>	<u>S</u>	<u>S</u>	<u>R</u>	<u>S</u>	<u>R</u>	<u>S</u>				
Run Time [Program: <u>A</u>]	<u>25</u>	<u>25</u>	<u>25</u>	<u>25</u>	<u>45</u>	<u>45</u>	<u>25</u>	<u>25</u>	<u>30</u>	<u>25</u>	<u>30</u>	<u>25</u>				
Run Time [Program: <u>B</u>]																
Battery Pack/Doubler/Add-a-Zone																
Zone Faults or Alarms																

Contract/Maintenance [No Charge]:

Checked Filters/Cleaned																
Maintenance Repairs																
Logged Nozzles	<u>4</u>	<u>3</u>														
Lead Straightened/Adjusted	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

Billable Repairs or Upgrades:

Lead Broken - 6" spray		<u>1</u>					<u>1</u>									
Lead Broken - 12" spray																
Lead Broken - 6" rotor						<u>1</u>					<u>1</u>					
Lead Broken - 12" rotor																
Broken Riser											<u>1</u>					
Upgrade 4" to 6" Pop Up																
Upgrade 6" to 12" Pop Up																
Nozzle - MPR		<u>1</u>					<u>1</u>									
Nozzle - MP rotator																
Every Line Clog																
Lateral Line Break																
Relocation																
Lead Raised or Lowered-Turf																
Lead Raised or Lowered-Shrub																
Damaged Valve Box																
Valve - Inoperative/Sticking																
Additional Labor/Troubleshoot																
Other-See Comments																

Additional Comments: ALL INCLUSIVE

Technician Name: KEVIN CARLISLE #202 Signature Kevin

Did you contact the Account Manager? YES / NO

What time? _____

Did you leave a VOICEMAIL / TEXT / EMAIL? YES / NO



DOWN TO EARTH

LANDSCAPE & IRRIGATION
A Subservient Service Company

Job Name: PINE RIDGE (MIDDLEBURY)
Report Type: INSPECTION
Controller Name: ON BERM UNDER POWER LINES NO. END
Date: 12/5/19 Page #: 1 of 1

	Start Times:	Seasonal Adjust:	Run Days:
Program A	11:00 PM	100 %	(M) T W (T) F S S
Program B		%	M T W T F S S
Program C		%	M T W T F S S
Program D		%	M T W T F S S

Checked Weather Sensor:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Weather Sensor:	<input checked="" type="checkbox"/> Working	<input type="checkbox"/> Not Working

Controller Make & Model:	HUNTER PRO-C		
Controller Status:	<input checked="" type="checkbox"/> WORKING <input type="checkbox"/> NOT WORKING		
POC Info:	Potable Water	<input checked="" type="checkbox"/> Reclaim Water	Well Water
Pump Status & Type:	PRESSURIZED	PUMP START	CENTRIFUGAL
			Lake Water
			SUBMERSIBLE

Information:

Zone Number	1	2	3	4	5	6	7	8										
Valve, Rotor, MP, Drip, or Bubbler	S	S	S	S	S	S	S	S										
Run Time [Program: A]	25	25	25	25	25	25	25	25										
Run Time [Program:]																		
Battery Pack/Doubler/Add-a-Zone																		
Zone Faults or Alarms																		

Contract/Maintenance [No Charge]:

Checked Filters/Cleaned																		
Maintenance Repairs																		
Logged Nozzles		3	4	2			3	2										
Lead Straightened/Adjusted		4					2											

Billable Repairs or Upgrades:

Lead Broken - 6" spray		1						1										
Lead Broken - 12" spray																		
Lead Broken - 6" rotor																		
Lead Broken - 12" rotor																		
Broken Riser																		
Upgrade 4" to 6" Pop Up																		
Upgrade 6" to 12" Pop Up																		
Nozzle - MPR		1						1										
Nozzle - MP rotator																		
Every Line Clog																		
Lateral Line Break																		
Relocation																		
Lead Raised or Lowered-Turf																		
Lead Raised or Lowered-Shrub																		
Damaged Valve Box																		
Valve - Inoperative/Sticking																		
Additional Labor/Troubleshoot																		
Other-See Comments																		

Additional Comments: ALL INCLUSIVE

Technician Name: KEVIN CARLISLE

Signature Kevin

Did you contact the Account Manager? YES / ☒ NO

What time? _____

Did you leave a VOICEMAIL / TEXT / EMAIL? YES / NO



LANDSCAPE SERVICE UPDATE

Property Name		Pineridge CDD			
Date	1/9/20		Account Manager	Josh Feagin	
Turf				Comments	
Mowing	<input checked="" type="checkbox"/>	Edging	<input checked="" type="checkbox"/>	String Trim	<input checked="" type="checkbox"/>
					Due to growth whole property was serviced.
Irrigation				Comments	
Inspect	<input type="checkbox"/>	Repair	<input type="checkbox"/>	Adjust	<input checked="" type="checkbox"/>
					I adjusted several heads allong Pineridge Parkway
Ornamental Beds				Comments	
Palms Pruned	<input type="checkbox"/>	Trees Pruned	<input checked="" type="checkbox"/>	Hedges Trimmed	<input checked="" type="checkbox"/>
Weeds Pulled	<input checked="" type="checkbox"/>	Mulch Added	<input type="checkbox"/>	Pine Straw Added	<input type="checkbox"/>
					Several shubs and trees were trimmed Weeds were pulled in the beds and the property was mulched
Fertilizer and Pest Control				Comments	
Turf Fertilizer	<input type="checkbox"/>	Turf Pre-emerge	<input type="checkbox"/>	Shrub Fertilizer	<input type="checkbox"/>
Beds Sprayed	<input checked="" type="checkbox"/>	Beds Pre-emerge	<input type="checkbox"/>	Crack Weeds	<input checked="" type="checkbox"/>
Ants Treated	<input checked="" type="checkbox"/>	Fungus Treated	<input type="checkbox"/>	Turf Weeds	<input type="checkbox"/>
					Jasmine Beds were sprayed, sidewalk weeds were treated several ant piles were treated throught the property
New/Replacement Plantings				Comments	
Trees	<input type="checkbox"/>	Shrubs	<input type="checkbox"/>	Annuals	<input type="checkbox"/>
Other				Comments	
Trash Pick-up	<input checked="" type="checkbox"/>	Leaf Pick-up	<input checked="" type="checkbox"/>	Blowing	<input checked="" type="checkbox"/>
					All were completed in todays service
Questions or comments about your service can be directed to our customer service number at (904) 737-9733					



LANDSCAPE SERVICE UPDATE

Property Name	Pineridge CDD			
Date	1/13/20	Account Manager	Josh Feagin	
Turf				Comments
Mowing	Edging	String Trim		
Irrigation				Comments
Inspect	Repair	Adjust	X	I adjusted a few heads at the amenity center for maximum coverage
Ornamental Beds				Comments
Palms Pruned	Trees Pruned	X	Hedges Trimmed	X
Weeds Pulled	X	Mulch Added	Pine Straw Added	
				Several shubs and trees were trimmed
				Weeds were pulled in the beds and the property was mulched
Fertilizer and Pest Control				Comments
Turf Fertilizer	Turf Pre-emerge		Shrub Fertilizer	
Beds Sprayed	X	Beds Pre-emerge	Crack Weeds	X
Ants Treated	X	Fungus Treated	Turf Weeds	
				The bed on the hill allong tynes was sprayed along with the beds at the amenity center and corners
New/Replacement Plantings				Comments
Trees	Shrubs	Annuals	X	
				New annuals were installed in all flower beds
Other				Comments
Trash Pick-up	X	Leaf Pick-up	X	Blowing
				All were completed in todays service
Questions or comments about your service can be directed to our customer service number at (904) 737-9733				

3.

Down To Earth
Jacksonville Branch
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700



January 2020
Estimate #20051

Billing Address

PINE RIDGE CDD
C/O GMS
4200 PINE RIDGE PLANTATION
MIDDLEBURG FL 32068

Shipping Address

PINE RIDGE CDD
C/O GMS
4200 PINE RIDGE PLANTATION
MIDDLEBURG FL 32068

DRAFT

Project/Job	Estimate Date	Sales Rep	Expires	PO #
#L28539	1/7/2020	Josh Feagin	4/6/2020	

Item	Qty	Rate	Amount
*OPTION A TO SOD ALL ISLANDS			
REMOVAL Description: Removal of all plants in the (9) center islands that were not enhanced recently (charge of \$150.00 per island)	9	\$150.00	\$1,350.00
ST. AUGUSTINE SOD PER PALLET Description: Once removal completed, install (25 total) pallets of St. Augustine sod	25	\$550.00	\$13,750.00
*Option A total			\$15,100.00
*OPTION B TO ENHANCE ALL ISLANDS			
**NOTE: ALL ISLANDS WOULD REQUIRE THE FOLLOWING: RED PINEBARK MULCH (\$48.00/YARD), PINESTRAW (\$6.50/BALE), 3-GAL. FLAX LILY (\$14.00/EA.), 3-GAL. JACK FROST SHRUB/LIGUSTRUM SHRUB (\$14.00/EA.), PLUS A FEE TO REMOVE ALL EXISTING PLANTS (\$150.00/ISLAND)			
ISLAND 1 ACROSS THE STREET			
LANDSCAPE ENHANCEMENT Description: (2) yards Mulch, (3) bales Pinestraw, (40) Flax Lily, (21) 3-Gal. Jack Frost, (\$75.00) removal fee =\$981.50	1	\$981.50	\$981.50
ISLAND 2 BY TYNES BLVD., IN-FRONT OF AMENITY CENTER			
LANDSCAPE ENHANCEMENT Description: (2.5) yards Mulch, (2) bales Pinestraw, (40) Flax Lily, (10) 3-Gal. Jack Frost, (\$75.00) removal fee =\$878.00	1	\$878.00	\$878.00
ISLAND 3			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (28) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,924.00	1	\$2,924.00	\$2,924.00
ISLAND 4			

Down To Earth
Jacksonville Branch
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700



January 2020
Estimate #20051

Item	Qty	Rate	Amount
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (18) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,859.00	1	\$2,859.00	\$2,859.00
ISLAND 5			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (18) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,859.00	1	\$2,859.00	\$2,859.00
ISLAND 6			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (18) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,859.00	1	\$2,859.00	\$2,859.00
ISLAND 7			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (18) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,859.00	1	\$2,859.00	\$2,859.00
ISLAND 8			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (8) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,794.00	1	\$2,794.00	\$2,794.00
ISLAND 9			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (8) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,794.00	1	\$2,794.00	\$2,794.00
ISLAND 10			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (8) bales Pinestraw, (60) Flax Lily, (108) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,794.00	1	\$2,794.00	\$2,794.00
ISLAND 11			
LANDSCAPE ENHANCEMENT Description: (5) yards Mulch, (8) bales Pinestraw, (60) Flax Lily, (90) 3-Gal. Jack Frost, (\$150.00) removal fee =\$2,542.00	1	\$2,542.00	\$2,542.00
IRRIGATION REPAIRS Description: Included (\$600.00) for any repairs that will need to be done to the irrigation system that will be damaged during the removal of existing plants	1	\$600.00	\$600.00
**NOTE: THIS INCLUDES A WARRANTY ON ALL PLANTS PROPOSED, WHICH WILL BE VALID FOR THE DURATION THAT DOWN TO EARTH MAINTAINS THE PROPERTY			
*Option B total			\$27,743.50

Down To Earth
Jacksonville Branch
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700



January 2020
Estimate #20051

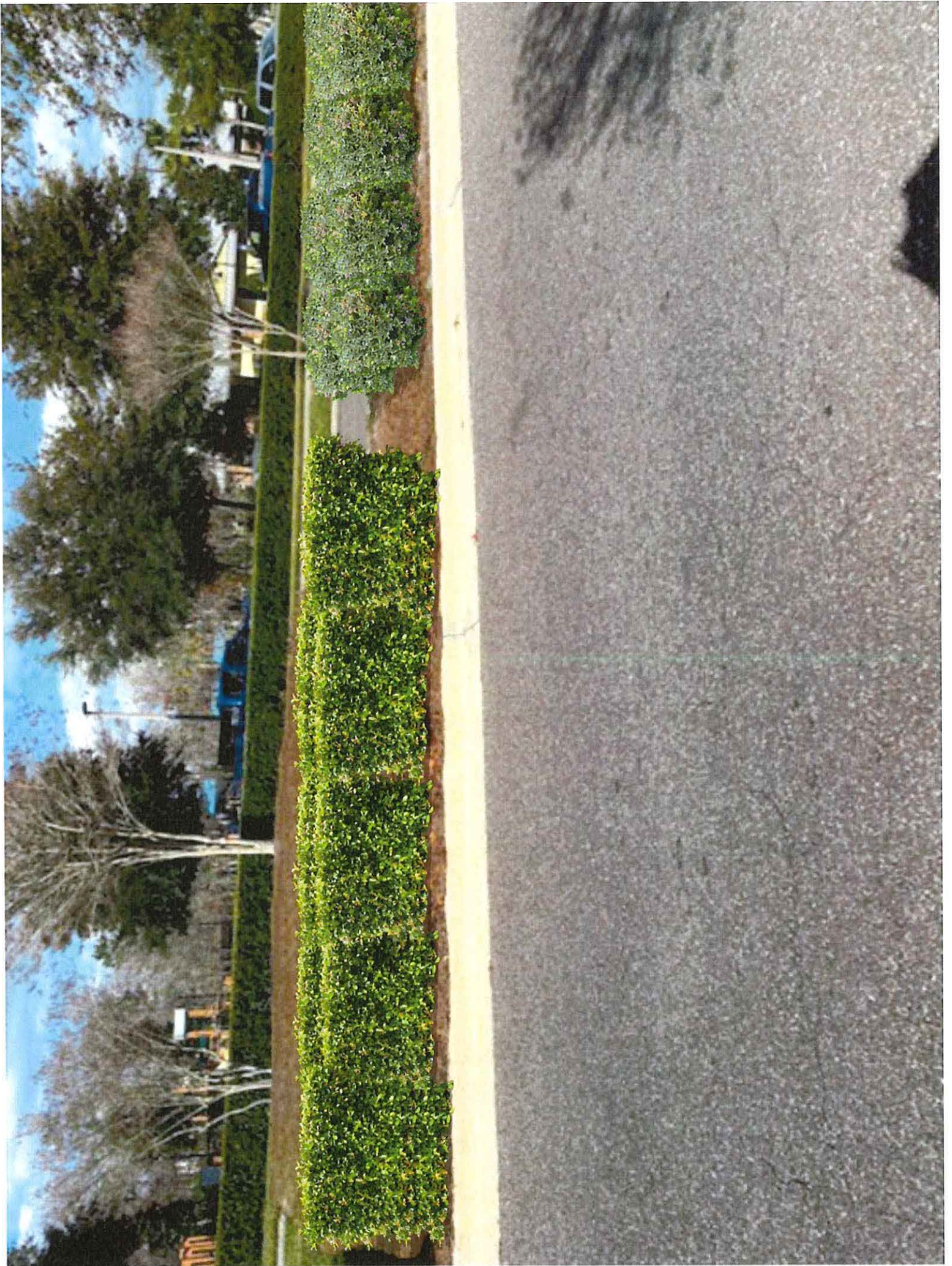
DRAFT

Signature: _____

Printed Name: _____

Accepted Date: _____







TENTH ORDER OF BUSINESS

A.

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
December 31, 2019

	<u>Governmental Fund Types</u>				
	<u>General</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals 2020</u>
<u>ASSETS:</u>					
CASH	\$158,307	\$310,264	---	---	\$468,572
ASSESSMENT RECEIVABLE	\$10,126	---	---	---	\$10,126
DUE FROM OTHER FUNDS	---	---	---	---	\$0
INVESTMENTS					
Reserve A	---	---	\$722,371	---	\$722,371
Revenue A	---	---	\$1,072,322	---	\$1,072,322
Construction	---	---	---	\$4,471	\$4,471
State Board	\$969,113	---	---	---	\$969,113
TOTAL ASSETS	<u>\$1,137,546</u>	<u>\$310,264</u>	<u>\$1,794,694</u>	<u>\$4,471</u>	<u>\$3,246,975</u>
<u>LIABILITIES:</u>					
ACCOUNTS PAYABLE	\$24,243	---	---	---	\$24,243
<u>FUND BALANCES:</u>					
NONSPENDABLE	\$0	---	---	---	\$0
ASSIGNED	\$38,580				
UNASSIGNED	\$1,074,723	---	---	---	\$1,074,723
RESTRICTED FOR DEBT SERVICE	---		\$1,794,694	---	\$1,794,694
RESTRICTED FOR CAPITAL PROJECTS	---	\$310,264	---	\$4,471	\$314,735
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<u>\$1,137,546</u>	<u>\$310,264</u>	<u>\$1,794,694</u>	<u>\$4,471</u>	<u>\$3,208,395</u>

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2019

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/19	ACTUAL THRU 12/31/19	VARIANCE
REVENUES:				
Assessments - Tax Collector	\$537,569	\$525,464	\$525,464	\$0
Misc./Facility Rental Income	\$3,000	\$750	\$475	(\$275)
Interest Income	\$1,500	\$375	\$3,175	\$2,800
TOTAL REVENUES	\$542,069	\$526,589	\$529,114	\$2,525
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisors Fees/FICA Taxes	\$10,334	\$2,584	\$861	\$1,722
Engineering	\$7,000	\$1,750	\$0	\$1,750
Attorney	\$20,000	\$5,000	\$1,883	\$3,118
Annual Audit	\$3,750	\$3,750	\$0	\$3,750
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$1,200	\$600	\$600	\$0
Trustee	\$6,000	\$0	\$0	\$0
Dissemination	\$5,000	\$1,250	\$1,250	(\$0)
Management Fees	\$44,290	\$11,073	\$11,072	\$0
Computer Time	\$1,000	\$250	\$250	\$0
Telephone	\$350	\$88	\$34	\$53
Postage	\$1,000	\$250	\$135	\$115
Printing & Binding	\$1,200	\$300	\$333	(\$33)
Insurance	\$7,893	\$7,893	\$7,627	\$266
Legal Advertising	\$1,500	\$375	\$309	\$66
Other Current Charges	\$600	\$150	\$80	\$70
Website Domain	\$2,400	\$600	\$300	\$300
Office Supplies	\$300	\$75	\$28	\$47
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
ADMINISTRATIVE EXPENDITURES	\$119,252	\$41,422	\$30,198	\$11,224
GROUPS MAINTENANCE:				
Landscape Maintenance	\$100,000	\$25,000	\$19,325	\$5,675
Lake Maintenance	\$9,300	\$2,325	\$2,010	\$315
Electric	\$2,500	\$625	\$427	\$198
Water	\$39,000	\$9,750	\$7,171	\$2,579
Repairs And Maintenance	\$20,000	\$5,000	\$1,878	\$3,122
Contingencies	\$4,451	\$1,113	\$0	\$1,113
GROUPS MAINTENANCE EXPENDITURES	\$175,251	\$43,813	\$30,811	\$13,001

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2019

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/19	ACTUAL THRU 12/31/19	VARIANCE
EXPENDITURES:				
<u>AMENITY CENTER</u>				
Insurance	\$9,000	\$9,000	\$8,820	\$180
General Facility Maintenance	\$15,000	\$3,750	\$2,487	\$1,263
Repairs & Replacements	\$15,000	\$3,750	\$2,312	\$1,439
Recreational Passes	\$500	\$125	\$0	\$125
Postage	\$100	\$25	\$0	\$25
Printing & Email Marketing	\$125	\$31	\$0	\$31
Office Supplies	\$700	\$175	\$0	\$175
Other Current Charges	\$250	\$63	\$0	\$63
Permit Fees	\$250	\$0	\$0	\$0
Contingency	\$5,000	\$1,250	\$0	\$1,250
Amenity Management	\$52,451	\$13,113	\$13,113	(\$0)
Facility Assistant	\$24,561	\$6,140	\$0	\$6,140
Special Events	\$12,000	\$2,766	\$2,766	\$0
<u>Utilities</u>				
Water & Sewer	\$3,500	\$875	\$882	(\$7)
Electric	\$23,000	\$5,750	\$5,515	\$235
Cable/Phone/Internet	\$3,000	\$750	\$836	(\$86)
<u>Management Contracts</u>				
Field Management Services	\$20,700	\$5,175	\$5,175	\$0
Lifeguards	\$16,500	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$3,125	\$3,125	(\$0)
Pool Chemicals	\$11,968	\$2,992	\$3,020	(\$28)
Janitorial	\$7,740	\$1,935	\$1,935	\$0
Janitorial Supplies	\$1,200	\$300	\$412	(\$112)
Refuse Service	\$6,100	\$1,525	\$1,602	(\$77)
Security	\$10,000	\$2,500	\$3,739	(\$1,239)
Capital Projects	\$35,000	\$0	\$0	\$0
AMENITY CENTER EXPENDITURES	\$286,145	\$65,114	\$55,738	\$9,377
<u>OTHER FINANCIAL SOURCES/(USES)</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$580,649	\$150,349	\$116,747	\$33,602
EXCESS REVENUES (EXPENDITURES)	(\$38,580)		\$412,367	
FUND BALANCE - Beginning	\$38,580		\$700,936	
FUND BALANCE - Ending	(\$0)		\$1,113,303	

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
Month-to-Month
Fiscal Year 2020

REVENUES:

ADOPTED BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
Assessments - Tax Collector	\$537,569	\$0	\$156,875	\$368,589	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$525,464
Interest Income	\$1,500	\$1,060	\$908	\$1,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,175
Misc./Facility Rental Income	\$3,000	\$275	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$475
TOTAL REVENUES	\$542,069	\$1,335	\$157,782	\$369,997	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$529,114

EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees/FICA Taxes	\$10,334	\$0	\$0	\$861	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$861
Engineering	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$1,200	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Dissemination	\$5,000	\$417	\$417	\$417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,250
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$249	\$1,634	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,883
Annual Audit	\$3,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$44,290	\$3,691	\$3,691	\$3,691	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,072
Computer Time	\$1,000	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250
Telephone	\$350	\$0	\$34	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34
Postage	\$1,000	\$15	\$111	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135
Printing & Binding	\$1,200	\$147	\$9	\$177	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$333
Insurance	\$7,893	\$7,627	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,627
Legal Advertising	\$1,500	\$309	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$309
Other Current Charges	\$600	\$38	\$15	\$28	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80
Website Domain	\$2,400	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Office Supplies	\$300	\$17	\$0	\$11	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
ADMINISTRATIVE EXPENDITURES	\$119,252	\$18,127	\$6,694	\$5,377	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,198

GROUNDS MAINTENANCE:

Landscape Maintenance	\$100,000	\$12,165	\$7,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,325
Lake Maintenance	\$9,300	\$670	\$670	\$670	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,010
Electric	\$2,500	\$140	\$141	\$145	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$427
Water	\$39,000	\$2,360	\$2,371	\$2,440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,171
Repairs And Maintenance	\$20,000	\$996	\$882	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,878
Contingencies	\$4,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GROUNDS MAINTENANCE EXPENDITURES	\$175,251	\$16,331	\$11,224	\$3,256	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,811

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
Month-to-Month
Fiscal Year 2020

	ADOPTED BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
<u>AMENITY CENTER</u>														
Insurance	\$9,000	\$8,820	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,820
General Facility Maintenance	\$15,000	\$1,250	\$1,237	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,487
Repairs & Replacements	\$15,000	\$1,525	\$787	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,312
Recreational Passes	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Email Marketing	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Permit Fees	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amenity Management	\$52,451	\$4,371	\$4,371	\$4,371	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,113
Facility Assistant	\$24,561	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$12,000	\$1,975	\$341	\$450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,766
<u>Utilities</u>														
Water & Sewer	\$3,500	\$298	\$292	\$292	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$882
Electric	\$23,000	\$1,875	\$1,725	\$1,915	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,515
Cable/Phone/Internet	\$3,000	\$311	\$262	\$262	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$836
<u>Management Contracts</u>														
Field Management Services	\$20,700	\$1,725	\$1,725	\$1,725	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,175
Lifeguards	\$16,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$1,042	\$1,042	\$1,042	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,125
Pool Chemicals	\$11,988	\$997	\$997	\$1,026	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,020
Janitorial	\$7,740	\$645	\$645	\$645	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,935
Janitorial Supplies	\$1,200	\$214	\$198	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$412
Refuse Service	\$6,100	\$534	\$533	\$535	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,602
Security	\$10,000	\$2,456	\$719	\$554	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,739
Capital Projects	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>AMENITY CENTER EXPENDITURES</u>														
	\$286,145	\$28,037	\$14,874	\$12,826	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,738
<u>TOTAL EXPENDITURES</u>														
	\$580,649	\$62,495	\$32,792	\$21,460	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$116,747
<u>OTHER SOURCES/(USES):</u>														
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>EXCESS REVENUES (EXPENDITURES)</u>														
	(\$38,580)	(\$61,160)	\$124,990	\$348,537	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$412,367

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/19	ACTUAL THRU 12/31/19	VARIANCE
REVENUES:				
Capital Reserve Funding	\$35,000	\$0	\$0	\$0
TOTAL REVENUES	\$35,000	\$0	\$0	\$0
EXPENDITURES:				
Maintenance Reserve	\$20,000	\$5,000	\$6,325	(\$1,325)
TOTAL EXPENDITURES	\$20,000	\$5,000	\$6,325	(\$1,325)
EXCESS REVENUES (EXPENDITURES)	\$15,000		(\$6,325)	
FUND BALANCE - Beginning	\$316,589		\$316,589	
FUND BALANCE - Ending	<u>\$331,589</u>		<u>\$310,264</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND 2006A

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/19	ACTUAL THRU 12/31/19	VARIANCE
REVENUES:				
Assessments - Tax Roll	\$935,455	\$914,342	\$914,342	\$0
Interest Income	\$3,000	\$750	\$4,888	\$4,138
TOTAL REVENUES	\$938,455	\$915,092	\$919,230	\$4,138
EXPENDITURES:				
Interest Expense - 11/1	\$287,820	\$287,820	\$287,820	\$0
Special Call - 11/1	\$0	\$0	\$35,000	(\$35,000)
Principal Expense - 5/1	\$360,000	\$0	\$0	\$0
Interest Expense - 5/1	\$287,820	\$0	\$0	\$0
Principal Prepayment - 5/1	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$935,640	\$287,820	\$322,820	(\$35,000)
OTHER FINANCIAL SOURCES/(USES)				
Other Bond Service Costs	\$0	\$0	(\$15,056)	(\$15,056)
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	(\$15,056)	(\$15,056)
EXCESS REVENUES (EXPENDITURES)	\$2,815		\$581,354	
FUND BALANCE - Beginning	\$466,287		\$1,213,340	
FUND BALANCE - Ending	<u>\$469,101</u>		<u>\$1,794,694</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT CAPITAL PROJECTS FUND 2006A/B

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/19	ACTUAL THRU 12/31/19	VARIANCE
REVENUES:				
Interest Income	\$0	\$0	\$19	\$19
TOTAL REVENUES	\$0	\$0	\$19	\$19
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$19	
FUND BALANCE - Beginning	\$0		\$4,452	
FUND BALANCE - Ending	\$0		\$4,471	

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

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

Bonds outstanding - 9/30/13	\$12,540,000	
Less:	11/1/13	\$0
	5/1/14	(\$260,000) Mandatory
	5/1/14	(\$15,000) Special Call
	11/1/14	(\$35,000) Special Call
	5/1/15	(\$275,000) Mandatory
	5/1/15	(\$5,000) Special Call
	5/1/16	(\$290,000) Mandatory
	5/1/17	(\$305,000) Mandatory
	5/1/18	(\$325,000) Mandatory
	5/1/19	(\$340,000) Mandatory
	5/1/19	(\$30,000) Special Call
	11/1/19	(\$35,000) Special Call
Current Bonds Outstanding:	\$10,625,000	

B.

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020 SUMMARY OF ASSESSMENTS**

ASSESSED	# UNITS ASSESSED	SERIES 2006 DEBT ASSESSED	FY20 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	742	943,002.68	541,934.99	1,484,937.66
TOTAL ASSESSED NET	742	943,002.68	541,934.99	1,484,937.66

RECEIVED	BALANCE DUE	SERIES 2006 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	45,131.82	914,341.92	525,463.92	1,439,805.84
TOTAL RECEIPTS	45,131.82	914,341.92	525,463.92	1,439,805.84

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2006 DEBT RECEIVED	O&M RECEIVED	TOTAL
1	11/3/2019	15,167.78	8,716.79	23,884.57
2	11/21/2019	257,804.43	148,157.84	405,962.27
3	12/11/2019	623,750.54	358,463.71	982,214.25
4	12/18/2019	17,619.17	10,125.58	27,744.75
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
TOTAL FY18 TAX ROLL RECEIPTS		914,341.92	525,463.92	1,439,805.84

% TAX ROLL COLLECTED FY18	96.96%	96.96%	96.96%
TOTAL COLLECTED FY18	96.96%	96.96%	96.96%

C.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

11/1/2019 - 12/31/2019

Date	Check Numbers	Amount
General Fund		
11/1/19 - 11/30/19	2495-2517	\$ 31,252.63
12/1/19 - 12/31/19	2518-2528	\$ 13,002.68
		<hr/>
		\$ 44,255.31
Capital Reserves Fund		
11/1/19 - 11/30/19	27-28	\$ 6,324.77
		<hr/>
		\$ 6,324.77
Utilities and Autopayments		
November 16, 2019	Advanced Disposal	\$ 532.77
November 18, 2019	SafeTouch	\$ 83.88
November 19, 2019	Clay Electric	\$ 1,866.00
November 22, 2019	Comcast	\$ 262.11
November 27, 2019	Clay County Utilities	\$ 2,663.26
December 6, 2019	Advanced Disposal	\$ 535.10
December 16, 2019	SafeTouch	\$ 83.88
December 23, 2019	Clay Electric	\$ 2,061.00
December 22, 2019	Comcast	\$ 262.11
December 27, 2019	Clay County Utilities	\$ 2,732.33
		<hr/>
TOTAL UTILITIES PAID ONLINE OR AUTOPAY		\$ 11,082.44
		<hr/>
		\$ 61,662.52

*Fedex invoices available upon request.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/07/19	00006	10/01/19 74298	201910 310-51300-54000		*	175.00	
		FY20 SPECIAL DISTRICT FEE		DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 002495
11/07/19	00134	10/25/19 49210	201910 320-53800-46200		*	1,995.00	
		INSTALLED LIVE OAK		DOWN TO EARTH FKA R&D LNDSP & IRRG			1,995.00 002496
11/07/19	00134	10/25/19 49212	201910 320-53800-46200		*	1,330.00	
		INSTALLED OAK/LIGUSTRUM		DOWN TO EARTH FKA R&D LNDSP & IRRG			1,330.00 002497
11/07/19	00106	10/02/19 10022019	201909 330-57200-34500		*	120.00	
		SECURITY SERVICES 9/14/19					
		10/02/19 10022019	201909 330-57200-34500		*	120.00	
		SECURITY SERVICES 9/28/19		MATTHEW EDMONSON			240.00 002498
11/07/19	00039	10/28/19 21069	201910 330-57200-46100		*	230.00	
		FITNESS EQUIPMENTS REPAIR		FITNESS PRO			230.00 002499
11/07/19	00005	10/31/19 110909	201909 310-51300-31500		*	1,315.00	
		SEP GEN COUNS/MNTH MEETIN		HOPPING GREEN & SAMS			1,315.00 002500
11/07/19	00109	10/15/19 S-6579	201910 330-57200-46100		*	185.50	
		A/C REPAIR		HOWARD SERVICES, INC.			185.50 002501
11/07/19	00159	11/04/19 11042019	201911 330-57200-60100		*	300.00	
		STARGAZING EVENT		NORTH EAST FLORIDA ASTRONOMICAL			300.00 002502
11/07/19	00054	11/01/19 13129558	201911 330-57200-46500		*	997.37	
		NOV POOL CHEMICALS		POOLSURE			997.37 002503
11/07/19	00073	10/29/19 296	201910 330-57200-60100		*	1,254.60	
		HALLOWEEN 2019		RIVERSIDE MANAGEMENT SERVICES INC			1,254.60 002504
11/07/19	00073	11/01/19 295	201911 330-57200-46200		*	645.00	
		NOV JANITORIAL SERVICES					
		11/01/19 295	201911 330-57200-46400		*	1,041.67	
		NOV POOL MAINTENANCE					

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		11/01/19 295	201911 330-57200-34000		*	1,725.00	
		NOV OPER MANAGEMENT SRVC					
		11/01/19 295	201911 330-57200-34100		*	4,370.92	
		NOV FACILITY MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES INC			7,782.59 002505
11/19/19	00069	10/21/19 305284	201910 310-51300-48000		*	60.75	
		NOTICE OF MEETING11/18/19					
				CLAY TODAY			60.75 002506
11/19/19	00134	10/31/19 50727	201910 320-53800-46200		*	600.00	
		TREE REMOVAL					
				DOWN TO EARTH FKA R&D LNDSP & IRRG			600.00 002507
11/19/19	00134	10/31/19 50726	201910 320-53800-46200		*	1,080.00	
		TREES REMOVAL					
				DOWN TO EARTH FKA R&D LNDSP & IRRG			1,080.00 002508
11/19/19	00134	11/01/19 50106	201911 320-53800-46200		*	7,160.00	
		NOV LANDSCAPE MAINTENANCE					
				DOWN TO EARTH FKA R&D LNDSP & IRRG			7,160.00 002509
11/19/19	00106	11/04/19 11042019	201910 330-57200-34500		*	120.00	
		10/12/19 SECURITY SERVICE					
		11/04/19 11042019	201910 330-57200-34500		*	120.00	
		10/25/19 SECURITY SERVICE					
				MATTHEW EDMONSON			240.00 002510
11/19/19	00160	11/08/19 11082019	201911 300-15500-10000		*	450.00	
		SANTA VISIT 12/8/19					
				FRED BAKER			450.00 002511
11/19/19	00003	11/01/19 195	201911 310-51300-34000		*	3,690.83	
		NOV MANAGEMENT FEES					
		11/01/19 195	201911 310-51300-49100		*	100.00	
		NOV WEBSITE ADDMIN					
		11/01/19 195	201911 310-51300-35100		*	83.33	
		NOV INFORM TECHNOLOGY					
		11/01/19 195	201911 310-51300-31300		*	416.67	
		NOV DISSEMINATION SERVICE					
		11/01/19 195	201911 310-51300-51000		*	.39	
		OFFICE SUPPLIES					
		11/01/19 195	201911 310-51300-42000		*	6.50	
		POSTAGE					
		11/01/19 195	201911 310-51300-42500		*	8.70	
		COPIES					

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 1/12/20 PAGE 3
 *** CHECK DATES 11/01/2019 - 12/31/2019 *** PINE RIDGE PLANTATION - GF
 BANK A PINE RIDGE PLANTATIO

CHECK DATE	VEND#	INVOICE DATE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK... AMOUNT #
11/01/19	195	201911	310-51300-41000	TELEPHONE	*	34.44	
				GOVERNMENTAL MANAGEMENT SERVICES			4,340.86 002512
11/19/19	00155	11/03/19	11032019 201911 330-57200-34500	SECURITY SERVICES	*	120.00	
		11/3/19		JEFF ANDERSON			120.00 002513
11/19/19	00076	11/01/19	466534 201911 320-53800-46400	NOV LAKE MAINTENANCE	*	670.00	
				THE LAKE DOCTORS INC			670.00 002514
11/26/19	00107	11/12/19	SSI09299 201910 330-57200-34500	OCT EMPLOYMENT FEE	*	60.00	
		11/12/19	SST09299 201910 330-57200-34500	OCT SCHEDULING FEE	*	25.00	
				CLAY COUNTY SHERIFF'S OFFICE			85.00 002515
11/26/19	00016	11/14/19	18864 201911 310-51300-31200	ARB SE 2006AB FYE 8/31/19	*	600.00	
				GRAU AND ASSOCIATES			600.00 002516
11/26/19	00073	11/13/19	297 201911 330-57200-60100	STARGAZING 11/9/19	*	40.96	
				RIVERSIDE MANAGEMENT SERVICES INC			40.96 002517
12/05/19	00001	11/19/19	68419750 201911 310-51300-42000	NOV FEDEX POSTAGE	*	104.16	
				FEDEX			104.16 002518
12/05/19	00073	11/26/19	299 201910 330-57200-46000	OCT G.F.M.	*	1,250.00	
		11/26/19	299 201910 320-53800-46000	OCT REPAIR/REPLAC-GROUNDS	*	996.00	
		11/26/19	299 201910 330-57200-46201	OCT JANITORIAL SUPPLIES	*	214.27	
		11/26/19	299 201910 330-57200-46100	OCT REPAIR/REPLAC-AMENITY	*	415.00	
				RIVERSIDE MANAGEMENT SERVICES INC			2,875.27 002519
12/12/19	00003	12/01/19	196 201912 310-51300-34000	DEC MANAGEMENT FEES	*	3,690.83	
		12/01/19	196 201912 310-51300-49100	DEC WEBSITE ADMIN	*	100.00	
		12/01/19	196 201912 310-51300-35100	DEC INFORM TECHNOLOGY	*	83.33	

PRP --PINERIDGE-- BPEREGRINO

AP300R

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER

RUN 1/12/20

PAGE 4

*** CHECK DATES 11/01/2019 - 12/31/2019 ***

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	AMOUNTCHECK..... AMOUNT #
12/01/19	196	201912 310-51300-31300			*	416.67	
		DEC DISSEMINATION SERVICE					
12/01/19	196	201912 310-51300-51000			*	10.57	
		OFFICE SUPPLIES					
12/01/19	196	201912 310-51300-42000			*	9.56	
		POSTAGE					
12/01/19	196	201912 310-51300-42500			*	177.45	
		COPIES					
				GOVERNMENTAL MANAGEMENT SERVICES			4,488.41 002520
12/12/19	00005	11/30/19 111504	201910 310-51300-31500		*	248.50	
		OCT GEN COUNSEL/MEETING					
				HOPPING GREEN & SAMS			248.50 002521
12/12/19	00076	10/01/19 460542	201910 320-53800-46400		*	670.00	
		OCT LAKE MAINTENANCE					
				THE LAKE DOCTORS INC			670.00 002522
12/20/19	00107	12/09/19 SSI09361	201911 330-57200-34500		*	80.00	
		NOV EMPLOYMENT FEE					
		12/09/19 SSI09361	201911 330-57200-34500		*	75.00	
		NOV SCHEDULING FEE					
				CLAY COUNTY SHERIFF'S OFFICE			155.00 002523
12/20/19	00155	11/30/19 11302019	201911 330-57200-34500		*	120.00	
		11/30/19 SECURITY SERVICE					
				JEFF ANDERSON			120.00 002524
12/20/19	00106	12/02/19 12022019	201911 330-57200-34500		*	120.00	
		11/8/19 SECURITY SERVICE					
		12/02/19 12022019	201911 330-57200-34500		*	60.00	
		11/22/19 SECURITY SERVICE					
		12/02/19 12022019	201911 330-57200-34500		*	60.00	
		11/23/19 SECURITY SERVICE					
				MATTHEW EDMONSON			240.00 002525
12/20/19	00054	12/01/19 13129559	201912 330-57200-46500		*	1,025.52	
		DEC POOL CHEMICALS					
				POOLSURE			1,025.52 002526
12/20/19	00073	10/14/19 294	201909 330-57200-46000		*	795.00	
		SEP G.F.M.					
		10/14/19 294	201909 320-53800-46000		*	938.00	
		SEP REPAIR/MAINTN-GROUNDS					
		10/14/19 294	201909 330-57200-46201		*	34.82	
		SEP JANITORIAL SUPPLIES					

PRP --PINERIDGE-- BPEREGRINO

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 1/12/20 PAGE 5
 *** CHECK DATES 11/01/2019 - 12/31/2019 *** 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	AMOUNTCHECK..... AMOUNT #
10/14/19	294		201909 330-57200-49000		*	396.00	
		SEP CONTINGENCY			*	242.00	
10/14/19	294		201909 330-57200-60100		*		
		SEP SPECIAL EVENTS					
							2,405.82 002527
----- RIVERSIDE MANAGEMENT SERVICES INC -----							
12/20/19	00076	12/01/19 472326	201912 320-53800-46400		*	670.00	
		DEC LAKE MAINTENANCE					
							670.00 002528
----- THE LAKE DOCTORS INC -----							
						44,255.31	
TOTAL FOR BANK A							
						44,255.31	
TOTAL FOR REGISTER							

PRP --PINERIDGE-- BPEREGRINO

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2019/2020 Special District Fee Invoice and Update Form
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 74298			Date Invoiced: 10/01/2019
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2019: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Pine Ridge Plantation Community Development District

Mr. Michael Eckert *Jason Walker*

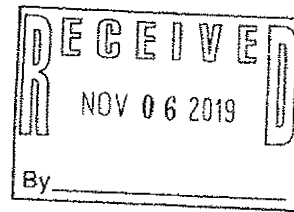
Hopping, Green and Sams, P.A.

119 South Monroe Street, Suite 300

Tallahassee, FL 32301

V-6 (A)
1,310,573,540

2. Telephone: (850) 222-7500
3. Fax: (850) 224-8551
4. Email: *michael@hgsfaw.com* *jasonwehgsfaw.com*
5. Status: Independent
6. Governing Body: Elected
7. Website Address: *www.pineridgeplantationcdd.com*
8. County(ies): Clay
9. Function(s): Community Development
10. Boundary Map on File: 03/23/2006
11. Creation Document on File: 03/23/2006
12. Date Established: 03/08/2006
13. Creation Method: Local Ordinance
14. Local Governing Authority: Clay County
15. Creation Document(s): County Ordinance 2006-5
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 11/20/2018



I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: *[Signature]* Date: *11-5-19*

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.FloridaJobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

1. This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
2. This special district is in compliance with the reporting requirements of the Department of Financial Services.
3. This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2017/2018 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

Down to Earth
 Jacksonville Branch
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 263-2700



October 2019
 Invoice #49210

Billing Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068

Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068

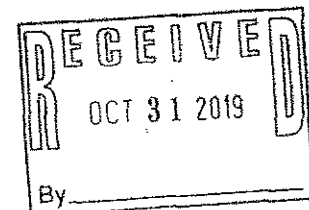
Project/Job	Invoice Date	Due Date	Terms	PO#
#L28023	10/25/2019	11/24/2019	Net 30	

Item	Qty	Rate	Amount
LIVE OAK 3"-4" CAL Description: Install along Pineridge Pkwy to replace the declining Magnolia trees	3	\$665.00	\$1,995.00

Subtotal	\$1,995.00
Payments/Credits	\$0.00
Balance Due	\$1,995.00

In order to better serve our clients, we request that all payment for services to be mailed directly to the Down to Earth Jacksonville Branch Headquarters. Please reference the address directly on the top left of this invoice. Thank You. Payment terms are net 30 days, with late payments subject to a 18% per annum interest rate applied daily on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

C. Hall 10/31/19
Landscape Maint.
1,320.53800, 46200
V-134 (A)



Down to Earth
 Jacksonville Branch
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 263-2700



October 2019
 Invoice #49212

Billing Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

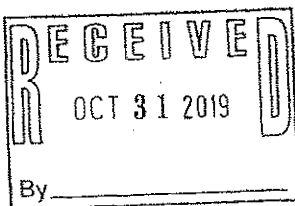
Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

Project/Job	Invoice Date	Due Date	Terms	FOF
#L28024	10/25/2019	11/24/2019	Net 30	

Item	Qty	Rate	Amount
LIVE OAK 3"-4" CAL Description: Install on Pineridge Pkwy at Oak moss to replace Magnolia that was removed per a Boards member's request	1	\$665.00	\$665.00
PATIO LIGUSTRUM 6' Description: Install along Tynes Blvd. to replace the dead one	1	\$665.00	\$665.00

Subtotal	\$1,330.00
Payments/Credits	\$0.00
Balance Due	\$1,330.00

In order to better serve our clients, we request that all payment for services to be mailed directly to the Down to Earth Jacksonville Branch Headquarters. Please reference the address directly on the top left of this invoice. Thank You. Payment terms are net 30 days, with late payments subject to a 18% per annum interest rate applied daily on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

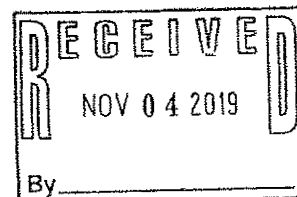


C. Hall 10/31/19
Landscape Maint.
1.320.53800.46200 V-134
(A)

Matt Edmonson
1561 Night Owl Tr, Middleburg, FL 32068
(386) 931-6948

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 10/02/2019



TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

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

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09-14-19	Neighborhood Pool and Clubhouse patrol and security	1800-2200	4.0	\$30.00	\$120.00
09-28-19	Neighborhood Pool and Clubhouse patrol and security	1800-2200	4.0	\$30.00	\$120.00
DEPUTY SIGNATURE: TOTAL					\$240.00

Make all checks payable to Matthew Edmonson

V-106 (A)
1,380.572.345

Thank you for your business!

Allways Improving LLC dba Fitness Pro
1400 Village Square Blvd #3-293
Tallahassee, FL 32312
(850) 523-8882
admin@wearefitnesspro.com
http://www.wearefitnesspro.com

Invoice



1400 Village Square #3-293
Tallahassee, FL 32312
850-523-8882

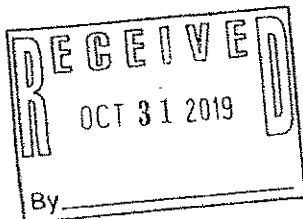
Maria Cranford
Pine Ridge Plantation Amenity Center
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

Maria Cranford
Pine Ridge Plantation Amenity Center
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

INVOICE #	DATE	TOTAL DUE	DUPLICATE	REMARKS
21069	10/28/2019	\$230.00	11/07/2019	Due 10 days from receipt

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	DESCRIPTION	QTY	AMOUNT
10/15/2019	SHIPPING 3 Oct 15, 2019: SHIPPING 3	1	20.00
10/15/2019	PARTS Oct 15, 2019: Parts for Repair: Lower Console board + overlay	1	100.00
10/28/2019	SERVICE REQUEST 25364 - SPIRIT TREADMILL SPEED UP BUTTON ON CONSOLE NEEDS REPLACED		
10/28/2019	CS1 Oct 28, 2019: Commercial Labor: Replace console lower board and overlay	1	110.00
10/28/2019	Service Request Details/Notes: 6858121509004098		
BALANCE DUE			\$230.00



C. Hall 10/31/19
Repair + Replacements
1,330.57200.46100
V-39 (A)

Hopping Green & Sams

Attorneys and Counselors

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

(A)

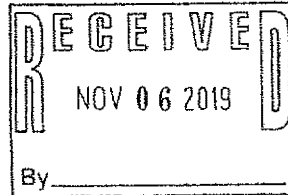
V-5 1,810,573,815

STATEMENT

October 31, 2019

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

Bill Number 110909
Billed through 09/30/2019



General Counsel/Monthly Meeting
PRIDGE 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

09/12/19	JMW	Confer with Ma regarding Pine Ridge West planning and development documents.	0.70 hrs
09/16/19	JMW	Meeting preparation; review agenda package materials; conference with staff.	1.40 hrs
09/17/19	JMW	Meeting preparation; attend regular board meeting by telephone.	2.20 hrs
09/19/19	JMW	Confer with Torres; prepare termination letter for Down to Earth for landscape.	0.90 hrs
09/20/19	AHJ	Prepare notice of rulemaking and rule development.	0.40 hrs
09/26/19	JMW	Coordinate rules of procedure amendment hearing.	0.30 hrs
Total fees for this matter			\$1,315.00

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.40 hrs	125 /hr	\$50.00
Walters, Jason M.	5.50 hrs	230 /hr	\$1,265.00

TOTAL FEES \$1,315.00

TOTAL CHARGES FOR THIS MATTER \$1,315.00

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.40 hrs	125 /hr	\$50.00
Walters, Jason M.	5.50 hrs	230 /hr	\$1,265.00

TOTAL FEES \$1,315.00

TOTAL CHARGES FOR THIS BILL \$1,315.00

Please include the bill number on your check.

Service Invoice**Howard Services, Inc.**

P.O. Box 5637
 Jacksonville, FL 32247
 Phone: (904)398-1414 Fax: (904)398-3586

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
 4200 Pineridge Pkwy
 Middleburg, FL 32068

Pineridge Plantation Community
 4200 Pineridge Pkwy
 Middleburg, FL 32068

7052

10/15/2019

S-6579

11/14/2019

Amount Paid

Call Slip Number

Invoice Date

Invoice Number

Due Date

Contractor's License #

7052

10/15/2019

S-6579

11/14/2019

CAC 057183

Tech	Date	Hours	Rate	Amount
EVAN H	10/15/2019	1.5000 RT hours @	105.00	157.50
THOMAS	10/15/2019			

Description
 Truck Charge

Amount
 28.00

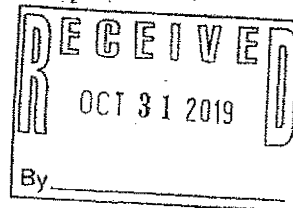
Equipment:

Unit : CCOND
 Brand: CARR

Model : 24ABB360A310
 Serial#: 3908E08416

Arrived on site. Checked in. Found unit with a grounded compressor. Will need compressor 3/8
 dryer 2 pole 40 amp 24 volt contactor. 70/7.5 cap and 9 lbs of 410A 8 hours
 May be cheaper to replaced the condenser.

C. Ann 10/31/19
Repairs + Replacements
1,380.57200.46100
V-109 (A)



Material	0.00
Labor	157.50
Misc	28.00
Subtotal	185.50
Tax	0.00
Grand Total	185.50

The above prices and specifications are hereby accepted. You are authorized to perform the work as specified. I agree to pay you in full upon completion of the work and to pay for attorney's fees and costs you incur if you file a lawsuit to recover money which I owe to you. In addition, if I do not pay you upon completion of the work, I agree to pay interest on the outstanding balance at the rate of 18% per annum. The venue for any legal action related to this agreement shall be Jacksonville, Florida unless otherwise required by law. In connection with any such action I/we waive the right to a trial by jury.

Howard Services Warranty: Recommended service repairs are warranted for a period of (90) Ninety days on labor and (1) One year on all applicable parts from the date of the repair, excluding refrigerant unless otherwise stated.

A \$25.00 service charge will be added for all returned checks.

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Fwd: event check
Date: November 4, 2019 at 1:27 PM
To: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Pine Ridge Plantation prmgr@riversidemgtsvc.com

Team,

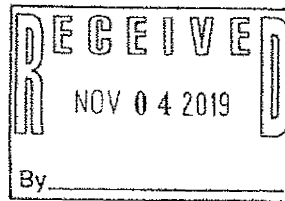
Please see attached special event check request. Please use this email for now to cut check for the event.

Maria,

Mail the check to the vendor or to you Pine Ridge Amenity Center?

PLEASE NOTE OUR NEW ADDRESS

Thank you,
Bernadette Peregrino
District Accountant
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771
Tel and Fax: 904-239-5309
bperegrino@gmsnf.com



Begin forwarded message:

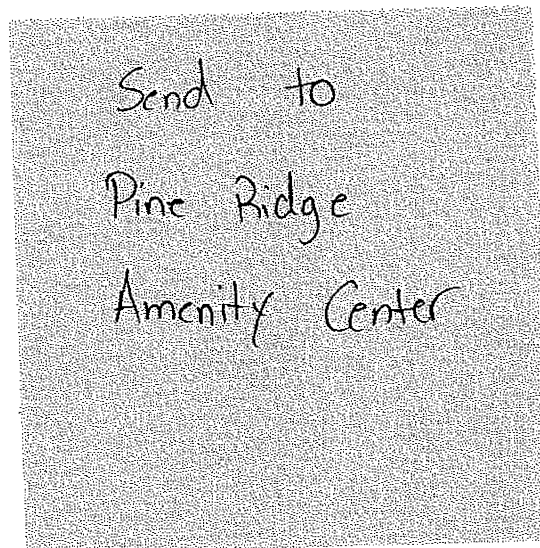
From: Pine Ridge Plantation <prmgr@riversidemgtsvc.com>
Subject: event check
Date: November 4, 2019 at 12:08:32 PM EST
To: Bernadette Peregrino <bperegrino@gmsnf.com>

Good afternoon! I'm trying to get an actual invoice for you for your records but I have my stargazing event this Saturday (11/9) at Pine Ridge. It will be the same company that I used at Azalea. I will need a check in the amount of \$300 for NEFAS (Northeast Florida Astronomical Society)

Thanks!

Maria

—
Pine Ridge Plantation CDD
4200 Pine Ridge Parkway
Middleburg, FL 32068
Office: (904) 291-8878
Email: prmgr@riversidemgtsvc.com
CDD Website: www.pineridgeplantationcdd.com



V-153 (R)
1,330,572,601



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

Invoice

Date 11/1/2019

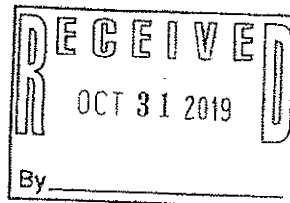
Invoice # 131295589354

Terms	Net 20
Due Date	11/21/2019
PO #	
Customer #	13GMS100

Bill To GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092	Ship To 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	938.32
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p><i>C. Ann 10/31/19</i> <i>Pool Chemicals</i> <i>1.330.57200.46500</i> <i>V-54 (A)</i></p>				

Total 997.37
Amount Due \$997.37



Remittance Slip

Customer
13GMS100
Invoice #
131295589354

Amount Due \$997.37

Amount Paid

Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295589354

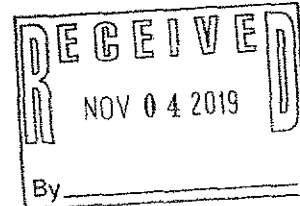
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
10/29/2019	296

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



		P.O. No.	Terms	Project
Quantity	Description	Rate		Amount
	Halloween 2019 - 10/26/19 Special Events 1. 330,572.6010 K-73 (A)	1,254.60		1,254.60
		Total		\$1,254.60

Rmw

Pine Ridge Plantation

Halloween 2019

10/26/19

GL#330-572-601

	Actual
Total Expenses	\$1,974.60
District Checks	\$720.00
TOTAL EXPENSES DUE	\$1,254.60

	Actual
Site	
Set up and Site Management	
Site Staff	
Mileage	
Totals	\$0.00

	Actual
Entertainment/Arts & Crafts	
(Gifts/supplies, etc.)	
décor, lighting, table cloths, costumes accs	\$408.99
pumpkins	\$57.38
sound effect machines, batteries, decorations	\$73.25
plastic sheeting, pipe, paint (décor)	\$128.02
tombstones, décor	\$119.73
Totals	\$787.37

	Actual
Food/Beverages/Supplies	
candy, candy jars	\$119.57
candy	\$6.15
gummy worms	\$22.11
6 bags candy, fake candles, visa gift cards	\$319.40
Totals	\$467.23

DISTRICT CHECK	AMOUNT
____ YES ____ NO	
Payable To:	
Live Sweet by Ashley	\$720.00
Totals	\$720.00

Revised
10/29/19

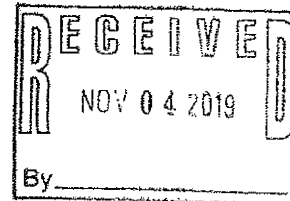
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
11/1/2019	295

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 - November 2019 330,572,4620	645.00	645.00
	Pool Maintenance Services - November 2019 330,572,4640	1,041.67	1,041.67
	Operations Management Services - November 2019 330,572,3400	1,725.00	1,725.00
	Facility Management - Pine Ridge Plantation - November 2019 330,572,3410	4,370.92	4,370.92
✓ 73 (P)			
		Total	\$7,782.59

RMW
11, 1, 19

**CLAY
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200**Recorder**
Not your average newspaper, but your average recorder.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082
Phone: (904) 285-8831

Advertising Invoice

PINE RIDGE PLANTATION C.D.D.
475 W TOWN PL # 114
SAINT AUGUSTINE, FL 32092Cust#:502790
Ad#:305284
Phone#:904-001-0001
Date:10/21/2019

Salesperson: Clay Legals

Classification: Legal Notice

Ad Size: 1.0 x 4.50

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	11/07/2019	11/07/2019	1	60.75	60.75

Payment Information:

Date:	Order#	Type
10/21/2019	305284	BILLED ACCOUNT

K-69 (A)
1,310,513.480

Total Amount: 60.75

Tax: 0.00

Amount Due: 60.75

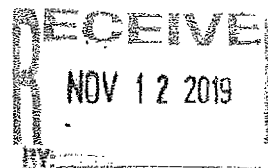
Attention: Requests for credits or refunds for early cancellations must be made within 90 days.

Ad Copy**Notice of Meeting****Pine Ridge Plantation
Community Development District**

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held on Tuesday, November 19, 2019 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Francina Torres



PUBLISHER AFFIDAVIT
CLAY TODAY
 Published Weekly
 Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared Jon Cantrell, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Orange Park in Clay County, Florida; that the attached copy of advertisement being a

NOTICE OF MEETING

in the matter of

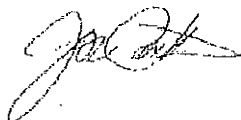
NOV MEETING

LEGAL: 45111 ORDER: 305284

was published in said newspaper in the issues:

11/07/2019

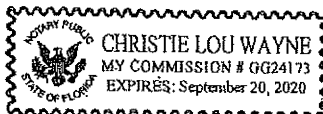
Affiant further says that said "Clay Today" is a newspaper published at Orange Park, in said Clay County, Florida, and that the said newspaper has heretofore been continuously published in said Clay County, Florida, weekly, and has been entered as Periodical material matter at the post office in Orange Park, in said Clay County, Florida, for period of one year next proceeding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Notice of Meeting
Pine Ridge Plantation
Community Development District
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 Ernesto Torres
 District Manager
 Legal 45111 published Nov 7, 2019 in
 Clay County's Clay Today newspaper.

Sworn to me and subscribed before me 11/07/2019.

Christie Lou Wayne
 NOTARY PUBLIC, STATE OF FLORIDA



3515 US HWY 17 Suite A, Fleming Island FL 32003
 Telephone (904) 264-3200 - FAX (904) 264-3285
 E-Mail: Christie@opcfla.com

Down to Earth
 Jacksonville Branch
 2701 Maitland Center Pkwy.
 Suite 200
 Maitland FL 32751
 (321) 263-2700



October 2019
 Invoice #50727

Billing Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

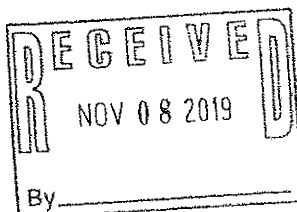
Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

Project/Job	Invoice Date	Due Date	Terms	PO#
#L28260	10/31/2019	11/30/2019	Net 30	

Item	Qty	Rate	Amount
EAST PALATKA HOLLY B&B	1	\$500.00	\$500.00
TREE REMOVAL Description: Remove stump of Holly tree that was hit by a car	1	\$100.00	\$100.00

Subtotal	\$600.00
Payments/Credits	\$0.00
Balance Due	\$600.00

In order to better serve our clients, we request that all payment for services to be mailed directly to the Down to Earth Jacksonville Branch Headquarters. Please reference the address directly on the top left of this invoice. Thank You. Payment terms are net 30 days, with late payments subject to a 18% per annum interest rate applied daily on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.



C. Hall 11/8/19
Landscape Maint.
1. 320.53800.46200
① V-134

Down to Earth
Jacksonville Branch
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700



October 2019
Invoice #50726

Billing Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

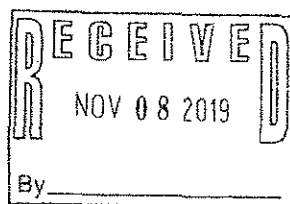
Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MILDDLEBURG FL 32068

Project/Job	Invoice Date	Due Date	Terms	PO#
#L28257	10/31/2019	11/30/2019	Net 30	

Item	Qty	Rate	Amount
TREE REMOVAL Description: Remove and stump-grind (1) Palm tree in pool area	1	\$330.00	\$330.00
TREE REMOVAL Description: Remove (2) small dead trees behind residence off Creek Bluff Ln.	1	\$270.00	\$270.00
TREE REMOVAL Description: Drop (2) dead Pine trees in the preserve behind house on Night Owl Trail	1	\$480.00	\$480.00

Subtotal	\$1,080.00
Payments/Credits	\$0.00
Balance Due	\$1,080.00

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C. Han 11/8/19
Landscape Maint.
1,320.53800.46200
V-134 (A)

Down to Earth
Jacksonville Branch
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700



November 2019
Invoice #50106

Billing Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068

Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068

Report Job	Invoice Date	Due Date	Terms	Notes
	11/1/2019	12/1/2019	Net 30	

Item	Qty	Rate	Amount
Monthly Maintenance Description: Current month landscape maintenance	1	\$7,160.00	\$7,160.00

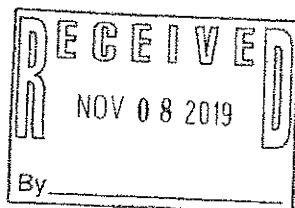
Subtotal	\$7,160.00
Payments/Credits	\$0.00
Balance Due	\$7,160.00

In order to better serve our clients, we request that all payment for services to be mailed directly to the Down to Earth Jacksonville Branch Headquarters. Please reference the address directly on the top left of this invoice. Thank You. Payment terms are net 30 days, with late payments subject to a 18% per annum interest rate applied daily on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

C. Ham 11/8/19
Landscape Maint.

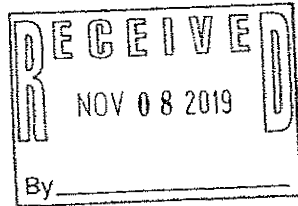
1. 320.53800.46200

(R) V-134



CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:11/04/2019



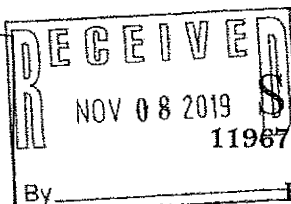
TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

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

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10-12-19	Neighborhood Pool and Clubhouse patrol and security	1800-2200	4.0	\$30.00	\$120.00
10-25-19	Neighborhood Pool and Clubhouse patrol and security	1830-2230	4.0	\$30.00	\$120.00
	C. Hall 11/8/19 Security 1.330.57200.34500 V-106 (A)				
DEPUTY SIGNATURE:	TOTAL				\$240.00

Make all checks payable to Matthew Edmonson

Thank you for your business!



Southern Santa Fred

11967 Lake Fern Dr, Jacksonville, Florida 32258

Sleigh Phone (904)806-0799

Email: southernsantafred@msn.com

Invoice - Confirmation Letter - Event Information

Event Day/Date: December 8, 2019 From: 10 am To: 1 pm Sales Rep: _____
Client Name: Maria Cranford Event Name Santa Visit/Pine Ridge Plantation
Billing Address: 4200 Pine Ridge Parkway, Middleburg, FL 32068
Day Phone: 904-291-8878 Evening Phone: 904-291-8878 Fax Phone: _____
Event Contact: Maria Event Phone: 904-291-8878
Event Address: Same as Billing

EVENT DETAILS

Rate = \$150.00 per hour	3 hours	@	\$150.00	\$450.00
		@		
* For home or private visits performer(s) will arrive within a +/- 30 minute window of scheduled time due to traffic or other unforeseeable circumstances. A break of ten minutes after each full hour of work is appropriate. A little cool water is always welcome. <i>Gratuities not included.</i>			TOTAL	\$450.00

CONTRACT INFORMATION

Deposit of: \$0 must be received by: _____ payable to Fred Baker

Deposits must be received within five (5) days of date due or may result in the appointment time being released to another party. Contact SouthernSantaFred immediately should you need to adjust the deposit date or make other arrangements.

Balance of: \$450.00 in cash or check is due at end of visit payable to: Fred Baker (Gratuity not included)

- It is both an honor and a privilege to be your Santa Claus this year. I do not regard this appointment as merely a performance. I appreciate the trust you have placed in me, and will do my very best to make you happy that you did.
- If you want Santa to distribute presents, please have them wrapped and waiting at the entrance you want Santa to use so Santa can put them in his Santa sack.
- Please email or phone Santa with the names and ages of all children and the name(s) of any special needs person at least 24 hours in advance.
- Please copy this agreement, Sign one copy and return it with a check Payable to:

Fred Baker

11967 Lake Fern Dr
Jacksonville, FL 32258

Pine Ridge pays in Full, no Deposit Necessary

- The balance is to be handed to Santa in currency or by check in an envelope at the conclusion of the performance as he exits. However, after the performance, please pay whatever you think the performance was worth, more or less. Please make any check payable to Fred Baker
- If you decide to cancel, please let Santa know as soon as possible. Santa looks forward to being your Santa Claus.
- PLEASE SAVE SANTA A PARKING SPACE CLOSE TO THE ENTRANCE.

Thank you! Merry Christmas!!!

V-160 (A)
1,300.155.100

Fred Baker
Ceo - SouthernSantaFred

3/30/2019
Date

Customer signature

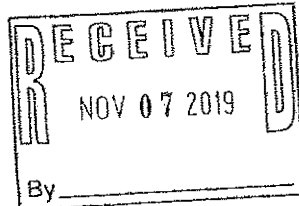
Date

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Bill To:**

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



Invoice #: 195
Invoice Date: 11/1/19
Due Date: 11/1/19
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - November 2019 1,810,513.340		3,690.83	3,690.83
Website Administration - November 2019 - 491		100.00	100.00
Information Technology - November 2019 - 857		83.33	83.33
Dissemination Agent Services - November 2019 - 313		416.67	416.67
Office Supplies 510		0.39	0.39
Postage 420		6.50	6.50
Copies 425		8.70	8.70
Telephone 1110		34.44	34.44
<div>(R) V3</div>			
Total			\$4,340.86
Payments/Credits			\$0.00
Balance Due			\$4,340.86

CCSO OFF-DUTY INVOICE

RECEIVED
NOV 08 2019
By _____

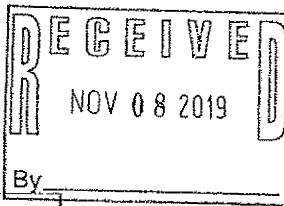
FOR:
joliver@gmsnf.com
prmgr@riversidemgtsvc.com

Make all checks payable to Jeff Anderson

Thank you for your business!



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253



INVOICE

Invoice #	466534
Account #	719342
Invoice Date	11/1/2019
Due Date	11/11/2019
Rep	ERW

Bill To
PINE RIDGE PLANTATION CDD
GOVERNMENTAL MANAGEMENT SERVICES
475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R <i>NA</i> <i>C. Hall 11/8/19</i> <i>Lake Maint.</i> <i>1. 320.53800.46400</i> <i>V-76 (A)</i> Customer Total Balance \$1,340.00	670.00
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$670.00

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 visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
PINE RIDGE PLANTATION CDD GOVERNMENTAL MANAGEMENT SERVICES 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	466534
Account #	719342
Date	11/1/2019

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

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



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



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

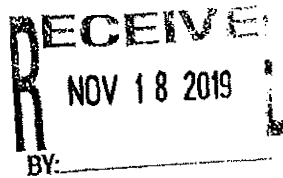
Invoice Number: SSI09299
Invoice Date: 11/12/2019

Page: 1

Attn: Fiscal - Accounts Receivable

Bill
To: PINE RIDGE PLANTATION CDD
475 W. TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32258
BENADETLE PEREGRINO

Ship
To: PINE RIDGE PLANTATION CDD
475 W. TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32258
BENADETLE PEREGRINO



Due Date 11/27/2019
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 11/12/2019
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-OCTOBER 2019		12	12	5.00	60.00
Fees-2nd Employment Scheduling		1	1	25.00	25.00

(A) V-102 1,330,572.345

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 85.00

Subtotal: 85.00
Invoice Discount: 0.00
Tax: 0.00
Total USD: 85.00

PINE RIDGE PLANTATION CDD	10/6/2019	6955	ANDERSON, JEFFREY K.	4.00
PINE RIDGE PLANTATION CDD	10/12/2019	6531	EDMONSON, MATTHEW W	4.00
PINE RIDGE PLANTATION CDD	10/25/2019	6531	EDMONSON, MATTHEW W	4.00
			TOTAL	12.00

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Pine Ridge Plantation Community Development District
1408 Hamlin Avenue, Unit E
Saint Cloud, FL 34771

Invoice No. 18864
Date 11/14/2019

SERVICE

AMOUNT

Arbitrage Series 2006AB FYE 08/31/2019

\$ 600.00

Current Amount Due

\$ 600.00

expense to November

1,310,513.312 v-16 (A)



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
800.00	0.00	0.00	0.00	(500.00)	100.00

Payment due upon receipt.

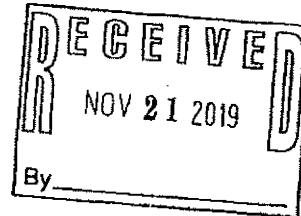
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
11/13/2019	297

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



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Stargazing 11/9/19 special Events 1,330,572,6010 11 / (A) V-93	40.96	40.96
		Total	\$40.96

RMW
11, 18, 19

Pine Ridge Plantation

Stargazing

11/9/19

GL#330-572-601

	Actual
Total Expenses	\$340.96
District Checks	\$300.00
TOTAL EXPENSES DUE	\$40.96
	Actual

Site	Actual
Set up and Site Management	
Site Staff	
Mileage	
Totals	\$0.00

Entertainment/Arts & Crafts	Actual
(Gifts/supplies, etc.)	
Totals	\$0.00

Food/Beverages/Supplies	Actual
star crunches, cosmic brownies	\$21.39
moon pies	\$4.60
cosmic brownies, star crunches	\$14.97
Totals	\$40.96

District Check	Amount
<input type="checkbox"/> YES <input type="checkbox"/> NO	
Payable To:	
NEFAS	\$300.00
Totals	\$300.00

Sam
11.13.19

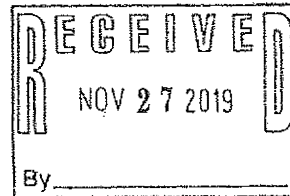
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
11/26/2019	299

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



V-73 (A)

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Facility Maintenance October 1 - October 31, 2019	2,059.99	2,059.99
	Maintenance Supplies	815.28	815.28
	G.F.M. \$ 1250. ⁰⁰		
	1.320,572,4600 ✓		
	330		
	Repairs/Maint. - Grounds ✓ \$ 996. ⁰⁰		
	1.320,538,4600		
	Janitorial Supplies \$ 214. ²⁷		
	1.330,572,46201 ✓		
	Repairs/Replace - Amenity \$ 415. ⁰⁰		
	1.320,572,4610		
	380		
Total			\$2,875.27

RMW
11,26,19

RMS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF OCTOBER 2019

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/4/19	4	L.F.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
10/4/19	4	C.P.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
10/7/19	2	L.F.	Removed debris around amenity center, removed broken light from fan, blew leaves and debris off
10/8/19	3	R.W.	Removed debris at amenity center, pool, parking lot, common areas and dog waste centers
10/8/19	4	L.F.	Drove van to landscaping meeting, dropped van off at dealership
10/8/19	1	E.T.	Lowered pool level to proper level, removed debris from storm - Additional Day - pool service
10/11/19	2	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed all trash receptacles, organized pool deck furniture, emptied dog receptacles
10/15/19	2	R.W.	Removed debris around amenity center, playground and common areas, straightened pool furniture
10/18/19	4	B.M.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
10/18/19	4	A.J.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
10/18/19	2	C.P.	Organized pool deck furniture, checked and changed trash receptacles on pool deck and playground, debris around pool deck, parking lot, playground, common areas and main road, checked and changed dog receptacles
10/21/19	2	C.P.	Removed debris around pool deck, parking lot, playground, common areas and main road, checked and changed trash receptacles on pool deck and playground, checked and changed dog receptacles
10/23/19	2	C.P.	Replaced toilet seat in men's room, removed debris around parking lot, playground, along common areas main roads, checked and changed all trash receptacles in playground and pool deck
10/28/19	2	C.P.	Removed debris around pool deck, parking lot, playground, along common areas and main road, organized pool deck furniture, checked and changed trash receptacles on pool deck and playground, emptied dog receptacles
10/29/19	8	C.P.	Helped take down Halloween decorations, painted front entrance sign, picked up supplies
10/31/19	8	B.M.	Removed debris in common areas, painted entry sign and stone column caps, painted entry to amenity white caps
TOTAL	<u><u>64</u></u>		
MILES	<u><u>382</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 11/05/19

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINERIDGE				
	10/3/19	John Deere Gator/Trailer Rental	70.00	L.F.
	10/4/19	Charmin 18 Mega Rolls (2)	57.45	C.P.
	10/4/19	Airwick Refresher 5 pk	12.04	C.P.
	10/4/19	42 gallon Trash Bags 60 ct	29.87	C.P.
	10/4/19	13 gallon Trash Bags 150 ct	16.07	C.P.
	10/4/19	Glade Refresher 5 pk	12.40	C.P.
	10/7/19	Landscaping Rental Vehicle	154.86	C.H.
	10/10/19	75qt Cooler	57.47	C.H.
	10/17/19	John Deere Gator/Trailer Rental	70.00	B.M.
	10/17/19	Contractor Trash Bags	22.94	B.M.
	10/17/19	Gas for John Deere Gator	15.00	B.M.
	10/21/19	Bounty 8 rolls	12.28	C.P.
	10/21/19	Disposable Gloves 50 ct	5.72	C.P.
	10/21/19	Charmin 24 rolls	14.82	C.P.
	10/21/19	60 gallon Trash Bags 50 ct	18.37	C.P.
	10/21/19	Clorox Spray 32 oz	3.76	C.P.
	10/21/19	Windex 32 oz	4.35	C.P.
	10/23/19	Airwick Refresher 5 pk	12.04	C.P.
	10/23/19	Bounty Roll 6 pk	19.62	C.P.
	10/23/19	Toilet Seat	28.73	C.P.
	10/24/19	Light Sensor Switch for Lights/Fans	22.97	C.H.
	10/24/19	3.5 mil Black Sheeting	13.32	C.H.
	10/29/19	Short Cut Brush	6.77	C.P.
	10/29/19	White Foam 4x11	5.72	C.P.
	10/29/19	66 Kwik Set Keys (3)	7.68	C.P.
	10/29/19	68 Schlage Keys (3)	7.56	C.P.
	10/29/19	White Foam 4" Mini 2 pk	5.72	C.P.
	10/29/19	6" Plastic Roller Tray (2)	4.30	C.P.
	10/29/19	4" Kwik Mini 2 pk	5.72	C.P.
	10/29/19	White Exterior Paint	33.33	C.P.
	10/31/19	1 gallon White Stucco Paint	33.33	B.M.
	10/31/19	1.6 Paint Brush	8.59	B.M.
	10/31/19	Paint Roller Assembly	8.29	B.M.
	10/31/19	Wooster Pelican Pail	11.47	B.M.
	10/31/19	Wooster Pelican Liners	4.91	B.M.

TOTAL \$815.28

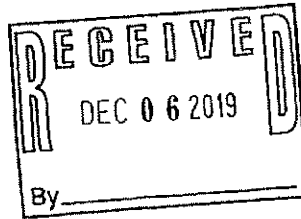
Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 196
Invoice Date: 12/1/19
Due Date: 12/1/19
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 - December 2019 <i>1,310.513,340</i>		3,690.83	3,690.83
Website Administration - December 2019 <i>191</i>		100.00	100.00
Information Technology - December 2019 <i>387</i>		83.33	83.33
Dissemination Agent Services - December 2019 <i>313</i>		416.67	416.67
Office Supplies <i>570</i>		10.57	10.57
Postage <i>420</i>		9.56	9.56
Copies <i>425</i>		177.45	177.45

V-3 (P)

Total	\$4,488.41
Payments/Credits	\$0.00
Balance Due	\$4,488.41

Hopping Green & Sams

Attorneys and Counselors

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

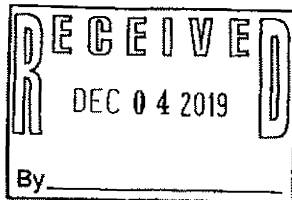
V-5 (A)
1,310,573.815

STATEMENT

November 30, 2019

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

Bill Number 111504
Billed through 10/31/2019



General Counsel/Monthly Meeting
PRIDGE 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

10/16/19	AHJ	Confer with Torres regarding execution of oath of office of Ritchie; review Florida Department of Economic Opportunity special district fee invoice and update form.	0.40 hrs
10/18/19	JMW	Confer with Torres and Ritchie regarding board member election procedures.	0.30 hrs
10/23/19	JMW	Review request from Division of elections; confer with staff regarding same.	0.40 hrs
10/29/19	AHJ	Prepare resolution changing registered agent; transmit same to Sweeting.	0.30 hrs
Total fees for this matter			\$248.50

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.70 hrs	125 /hr	\$87.50
Walters, Jason M.	0.70 hrs	230 /hr	\$161.00

TOTAL FEES \$248.50

TOTAL CHARGES FOR THIS MATTER \$248.50

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.70 hrs	125 /hr	\$87.50
Walters, Jason M.	0.70 hrs	230 /hr	\$161.00

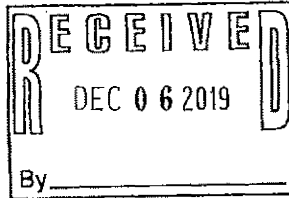
TOTAL FEES \$248.50

TOTAL CHARGES FOR THIS BILL \$248.50

Please include the bill number on your check.



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253



INVOICE

Invoice #	460542
Account #	719342
Invoice Date	10/1/2019
Due Date	10/11/2019
Rep	ERW

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Bill To
PINE RIDGE PLANTATION CDD GOVERNMENTAL MANAGEMENT SERVICES 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R V-76 (A) 1,320,538.464 Customer Total Balance \$1,340.00	670.00
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$670.00

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 visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
PINE RIDGE PLANTATION CDD GOVERNMENTAL MANAGEMENT SERVICES 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	460542
Account #	719342
Date	10/1/2019

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

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



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



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

Invoice Number: SSI09361
Invoice Date: 12/9/2019

Page: 1

Attn: Fiscal - Accounts Receivable

Bill

To: PINE RIDGE PLANTATION CDD
475 W. TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32258
BENADETLE PEREGRINO

Ship

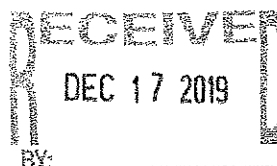
To: PINE RIDGE PLANTATION CDD
475 W. TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32258
BENADETLE PEREGRINO

Due Date 12/24/2019
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 12/9/2019
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee- NOVEMBER 2019		16	16	5.00	80.00
Fees-2nd Employment Scheduling		3	3	25.00	75.00

V-107 (H)
1,330,572.345



Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 155.00

Subtotal: 155.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 155.00

PINE RIDGE PLANTATION CDD	11/1/2019	6955	ANDERSON, JEFFREY K.	4.00
PINE RIDGE PLANTATION CDD	11/8/2019	6531	EDMONSON, MATTHEW W	4.00
PINE RIDGE PLANTATION CDD	11/22/2019	6531	EDMONSON, MATTHEW W	2.00
PINE RIDGE PLANTATION CDD	11/23/2019	6531	EDMONSON, MATTHEW W	2.00
PINE RIDGE PLANTATION CDD	11/30/2019	6955	ANDERSON, JEFFREY K.	4.00
			TOTAL	16.00

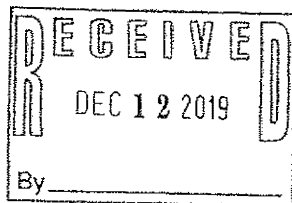
RECEIVED
DEC 12 2019
By _____

INVOICE DATE
DATE: 11/30/2019

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

Thank you for your business!

CCSO OFF-DUTY INVOICE

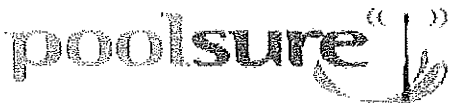


TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

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

[illegible]

Thank you for your business!



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

Invoice

Date 12/1/2019

Invoice # 131295590048

Terms	Net 20
Due Date	12/21/2019
PO #	
Customer #	13GMS100

Bill To GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092	Ship To 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	966.47
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p><i>C. Hall 12/12/19</i> <i>Pool Chemicals</i> <i>1,330.57 200.46500</i> <i>V-54A</i></p> <div>RECEIVED DEC 12 2019 By _____</div>				

A prepayment discount of 5% is available if the entire amount for 2020 is paid by December 31st, 2019. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

Total Amount Due 1,025.52
\$1,025.52

Remittance Slip

Customer
13GMS100
Invoice #
131295590048

Amount Due \$1,025.52

Amount Paid _____

Make Checks Payable To
PoolSure
PO Box 55372
Houston, TX 77255-5372



131295590048

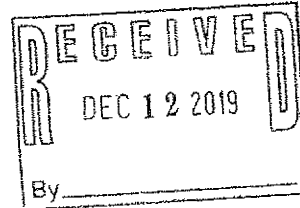
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
10/14/2019	294

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 September 1 - September 30, 2019 Maintenance Supplies	1,806.09 599.73	1,806.09 599.73
	G. F. M. 330,572,4600 330,572,460 \$ 795, 00		
	Repairs/Maint. - Grounds 320,538,4600 \$ 938, 00		
	Janitorial Supplies 330,572,46201 \$ 34, 82		
	Contingency 330,572,4900 \$ 396, 00		
	Special Events 330,572,6010 \$ 242, 00		
	73 (A)		
Total			\$2,405.82

RHW
10, 15, 19

RMS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2019

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/3/19	3	C.P.	Prepared for Hurricane Dorian
9/5/19	3	C.P.	Replaced furniture, removed debris post Hurricane Dorian
9/5/19	3	B.M.	Replaced furniture, removed debris post Hurricane Dorian
9/6/19	2.5	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed trash receptacles on playground, emptied dog receptacles, blew leaves and debris off pool deck and patio
9/8/19	3	E.T.	Cleaned pool filters - weekend service
9/9/19	3	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed trash receptacles on pool deck and playground, emptied dog receptacles
9/11/19	2	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed trash receptacles on pool deck, emptied dog receptacles
9/13/19	3	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed trash receptacles on pool deck and playground, blew leaves and debris off pool deck and patio, emptied dog receptacles
9/16/19	2	E.T.	Cleaned pool filters, skimmed pool removing debris - weekend service
9/16/19	2	B.M.	Checked and changed all trash receptacles, removed debris in common areas, emptied dog pots, inspected playground by amenity
9/18/19	2.5	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, checked and changed all trash receptacles on pool deck and playground, emptied dog receptacles
9/19/19	4	C.P.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
9/19/19	4	B.M.	Inspected and cleaned lakes and outfall structures (Used Gator/Large Trailer)
9/20/19	3	L.F.	Repaired lounge chairs, dropped AT&T modem off at UPS, removed debris in common areas, removed pile of asphalt from median
9/23/19	2.5	R.W.	Removed debris around amenity center, pool, parking lot, playground and common areas
9/27/19	2.5	C.P.	Removed debris around pool deck, parking lot, playground, along main road and common areas, and changed trash receptacles on pool deck and playground, emptied dog receptacles
9/30/19	2	B.M.	Removed debris from pool deck parties, common area trash clean up
TOTAL	<u>47</u>		
MILES	<u>362</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445



MAINTENANCE BILLABLE PURCHASES

Period Ending 10/05/19

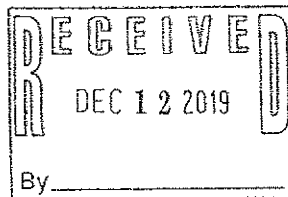
<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	9/12/19	Visa Gift Cards (2) - Event	241.48	M.C.
	9/18/19	Charmin 30 Rolls	21.83	C.P.
	9/18/19	Bounty 6 Rolls	11.36	C.P.
	9/19/19	John Deere Gator/Trailer Rental	70.00	C.P.
	9/19/19	Contractor Trash Bags	22.84	C.P.
	9/19/19	Gas for John Deere Gator	7.96	C.P.
	9/20/19	Cornhole Sets (2)	221.44	C.H.
	9/20/19	1/4" Washers	1.36	L.F.
	9/20/19	Machine Screw	1.36	L.F.

TOTAL \$599.73





3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253



INVOICE

Invoice #	472326
Account #	719342
Invoice Date	12/1/2019
Due Date	12/1/2019
Rep	ERW

Bill To
PINE RIDGE PLANTATION CDD
GOVERNMENTAL MANAGEMENT SERVICES
475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Mgmt Serv-R	670.00
<i>C. Hale 12/12/19</i> <i>Lake Maint</i> <i>320</i> <i>1. 380 53800. 46400</i> <i>r76 (A)</i>		
Customer Total Balance \$1,340.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$670.00

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 visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To
PINE RIDGE PLANTATION CDD
GOVERNMENTAL MANAGEMENT SERVICES
475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FLORIDA 32092

Amount Enclosed

Invoice #	472326
Account #	719342
Date	12/1/2019

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

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



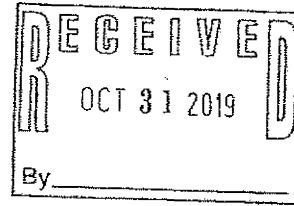
IF PAYING BY CREDIT CARD, FILL OUT BELOW		
____ Mastercard	____ Visa	____ American Express
Card #	_____	
Card Verification #	_____	
Exp. Date #	_____	
Print Name	_____	
Billing Address:	____ Check box if same as above	

Signature	_____	

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 1/12/20 PAGE 1
 *** CHECK DATES 11/01/2019 - 12/31/2019 *** 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	AMOUNTCHECK..... AMOUNT #
11/07/19	00006	10/31/19 10312019	201910 320-53800-60000		INSTALLED NEW A/C	*	4,849.77	
					HOWARD SERVICES INC.			4,849.77 000027
11/26/19	00015	11/21/19 21217	201911 320-53800-60000		SPIRIT CR800 FITNESS BIKE	*	1,350.00	
		11/21/19 21217	201911 320-53800-60000		FREIGHT/INSTALLATION	*	125.00	
					FITNESS PRO			1,475.00 000028
TOTAL FOR BANK B							6,324.77	
TOTAL FOR REGISTER							6,324.77	

PRP --PINERIDGE-- BPEREGRINO



EQUIPMENT REPLACEMENT PROPOSAL

10/31/2019

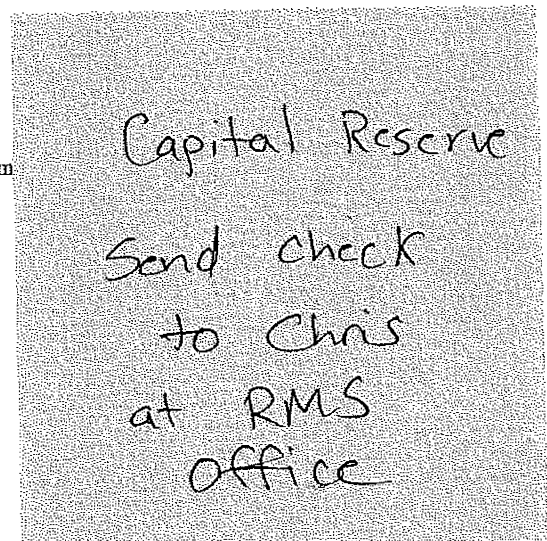
SUBMITTED TO:	JOB INFORMATION:
Pineridge Plantation Community	NAME: Pineridge Plantation Community
	ADDRESS: 4200 Pineridge Pkwy.
	CITY/STATE: Middleburg, FL 32068
	CONTACT: Christopher Hall PHONE: 904-657-9211

Howard Services, Inc. is pleased to offer for your acceptance our Proposal to provide

PRICE INCLUDES:

1. Removal and disposal of the existing Carrier 5-ton straight cool system
2. New Payne (Built by Carrier) 5-TON Straight cool system
3. New 10kw electric heater kit
4. Installation connecting to the existing line set and duct work
5. 500-micron vacuum
6. Charger to proper operating pressures with R-410a
7. Start-up and check operation
8. Labor to complete

V-6 (B)
2,320,538,600



WE PROPOSE to hereby furnish materials and labor in accordance with the above specifications, for the amount of:

Four thousand eight hundred forty-nine & 77/100 Dollars \$4,849.77

TERMS, CONDITIONS AND WARRANTY

1. Howard Services, Inc. will complete all work in a workmanlike manner according to standard trade practices and will guarantee our installation services for (1) one year from date of completion, subject to the exclusions and conditions set forth below.
2. All parts and equipment supplied by Howard Services, Inc. are warranted for a period of (1) one year from date of purchase to be free from defects in material and workmanship; provided that no warranty is made against corrosion or deterioration, or with respect to suitability of substitute materials used because of government regulations.
 - A. Provided further, no warranty, parts or labor, is made, unless the A/C system has been properly "cleaned up" and inspected before start-up in accordance with Howard Services, Inc. recommendations.
 - B. The owner/operator has the responsibility and obligation to supply proper and adequate power to the equipment covered by this warranty and to operate it properly according to the manufacturer's instructions and specifications.
 - C. The owner/operator has the responsibility and obligation to supply proper and adequate power to the equipment covered by this warranty and to operate it properly according to the manufacturer's instructions. This part of the labor warranty does not apply if power deficiency, lightning, single phasing cause failure, phase reversal, negligent operation or maintenance, or circumstances beyond the control of Howard Services, Inc.
3. No liability whatever shall attach to Howard Services, Inc. until the products or services have been paid for and said liability shall be limited to the purchase price. Payment terms for services or materials provided hereunder will be net (30) Thirty days unless contrary terms appear on the face hereof otherwise expressly agreed in writing by Howard Services, Inc. reserves the right to add to any account outstanding for more than 30 days a service charge of 1 ½ % of the principal amount due at the end of each month.
4. THIS WARRANTY AND LIABILITY SET FORTH IN THE PRIOR PARAGRAPHS IS IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES EXPRESSED OR IMPLIED IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OR MERCHANTABILITY AND FITNESS FOR PARTICULAR USE.
5. The venue for any legal action related to/or concerning this agreement shall be Duval County, Florida. In any such proceedings, the prevailing party shall be entitled to recover attorney's fees, including fees on appeal.

PAYMENT TERMS:

☐ Prices quoted above are due Net 30 days from invoice date.

Please remit payments to: Howard Services, Inc.
P.O. Box 5637
Jacksonville, Florida 32247-5637

Authorized Signature: David Smith

We may withdraw this proposal if not accepted within 30 days of today's date: 10/31/2019

ACCEPTANCE OF PROPOSAL:

The above prices, specifications, terms, conditions and warranty are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above.

Date of Acceptance: 10/31/19 Authorized Signature: C. Hall

Allways Improving LLC dba Fitness Pro
1400 Village Square Blvd #3-293
Tallahassee, FL 32312
(850) 523-8882
admin@wearefitnesspro.com
http://www.wearefitnesspro.com

Invoice



1400 Village Square Blvd #3-293
Tallahassee, FL 32312
(850) 523-8882

BILL TO

Maria Cranford
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

SHIP TO

Maria Cranford
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSURE
21217	11/21/2019	\$1,475.00	12/01/2019	Due 10 days from receipt	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

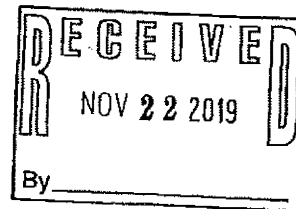
SALES REP
YG

DATE	PRODUCT/SERVICE	QTY	AMOUNT
11/21/2019	Spirit CR 800 Spirit CR800 Commercial Recumbent Bike	1	1,350.00
11/21/2019	FREIGHT/DELIVERY/INSTALLATION	1	125.00

Request service online at our website www.fitnessproinc.com/service

BALANCE DUE

\$1,475.00



C. Hall 11/22/19
Capital V-15 (B)
2,370.53800.6000