

PINE RIDGE PLANTATION
Community Development District

July 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

July 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, July 21, 2020 at 6:00 p.m. via Zoom. Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Affidavit of Publication
- IV. Approval of the Minutes:
 - A. May 8, 2020 Special Meeting
 - B. May 19, 2020 Meeting
 - C. June 15, 2020 Special Meeting
- V. Public Hearing to Adopt the Budget for Fiscal Year 2021
 - A. Consideration of Resolution 2020-06, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2021
 - B. Consideration of Resolution 2020-07, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2021
- VI. Consideration of Agreement with Riverside Management Services, Inc. for Facility Management, Field Operations, Pool Maintenance, Lifeguard, Gate Monitor and Janitorial Services
- VII. Consideration of Developer Deferred Cost Agreement with Sandhill Development Company, LLC
- VIII. Consideration of Proposals for Pool Maintenance
- IX. Discussion of Resident Survey Results
- X. Consideration of Matters Related to Series 2020 Financing
 - A. Consideration of "Draft" Engineer's Report
 - B. Consideration of "Draft" Assessment Methodology Report
 - C. Consideration of Resolution 2020-08, Declaring Assessments for Series 2020 Bonds
 - D. Consideration of Resolution 2020-09, Setting a Public Hearing Date to Impose Special Assessment

- XI. Staff Reports
 - A. Attorney
 - B. District Manager – Discussion of Fiscal Year 2021 Meeting Schedule
 - C. Engineer
 - D. Operations Manager - Report
 - E. Amenity Manager
- XII. Audience Comments / Supervisor's Requests
- XIII. Financial Statements
 - A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending June 30, 2020
 - B. Assessment Receipts Schedule
 - C. Approval of Check Register
- XIV. Next Scheduled Meeting – 09/15/20 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center
- XV. Adjournment

Enclosed for your review and approval is a copy of the minutes as outlined above.

The fifth order of business is the public hearing to adopt the Fiscal Year 2021 budget, which is enclosed for your review along with a copy of Resolution 2020-06 and Resolution 2020-07.

The sixth order of business is consideration of agreement with RMS, which is enclosed for your review.

The seventh order of business is consideration of Developer Deferred Cost Agreement, which is enclosed for your review.

The eighth order of business is consideration of proposals for pool maintenance, which are enclosed for your review.

The ninth order of business is discussion of resident survey results, which are enclosed for your review.

The tenth order of business is consideration of matters related to Series 2020 financing. Enclosed for your review are the items as outlined above. A copy of the Draft Assessment Methodology Report will be sent under separate cover.

Enclosed under the District Manager's Report is a proposed meeting schedule for Fiscal Year 2021.

Enclosed under the Operations Manager's Report is a memorandum.

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
July 21, 2020
6:00 p.m.

District Website: www.pineridgeplantationcdd.com

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THIRD ORDER OF BUSINESS

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 PUBLIC HEARING & MEETING

in the matter of

BUDGET 2020/2021

LEGAL: 46169 ORDER: 312318

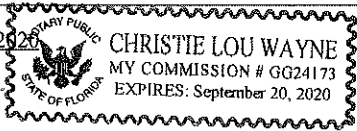
was published in said newspaper in the issues:

06/18/2020
06/25/2020

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.



Sworn to me and subscribed before me 06/25/2020
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

NOTICE OF
PUBLIC HEARING
TO CONSIDER THE
ADOPTION OF THE FISCAL
YEAR 2020/2021 BUDGETS;
NOTICE OF POSSIBLE
REMOTE PROCEDURES
DURING PUBLIC HEALTH
EMERGENCY DUE TO
COVID-19; AND NOTICE OF
REGULAR BOARD OF
SUPERVISORS' MEETING.
PINE RIDGE PLANTATION
COMMUNITY
DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of
the Pine Ridge Plantation
Community Development District
("District") will hold a public hearing
on July 21, 2020 at 6:00 p.m. at Pine
Ridge Plantation Amenity Center,
4200 Pine Ridge Parkway,
Middleburg, Florida 32068 for the
purpose of hearing comments and
objections on the adoption of the
proposed budgets ("Proposed
Budget") of the District for the fiscal
year beginning October 1, 2020 and
ending September 30, 2021 ("Fiscal
Year 2020/2021"). A regular board
meeting of the District will also be
held at that time where the Board
may consider any other business that
may properly come before it. A copy
of the agenda and Proposed Budget
may be obtained at the offices of the
District Manager, Governmental
Management Services, LLC
475 West Town Place, Suite 114, St.
Augustine, Florida 32092, (904)
940-5850 ("District Manager's Office"),
during normal business hours, or by
visiting the District's website at
<http://www.pineridgeplantationcdd.com>.

It is anticipated that the public
hearing and meeting will take place
at Pine Ridge Plantation Amenity
Center, 4200 Pine Ridge Parkway,
Middleburg, Florida 32068. In the
event that the COVID-19 public
health emergency prevents the
hearing and meeting from occurring
in-person, the District may conduct
the public hearing by telephone or
video conferencing communications
media technology pursuant to
governmental orders, including but
not limited to Executive Orders
20-52, 20-69, and 20-112 issued by
Governor DeSantis on March 9, 2020,
March 20, 2020, and April 29, 2020,
respectively, and any extensions or
supplements thereof, and pursuant

to Section 120.54(5)(b)2., Florida
Statutes.
While it may be necessary to hold the
above referenced public hearing and
meeting utilizing communications
media technology due to the current
COVID-19 public health emergency,
the District fully encourages public
participation in a safe and efficient
manner. To that end, anyone wishing
to listen to and/or participate in the
meeting can obtain the remote
conference information (Zoom
Application Link & Call-In Number)
by visiting the District's Website or
contacting the District Manager's
Office, both identified above.
Participants are strongly encouraged
to submit questions and comments to
Ernesto Torres at the District
Manager's Office at etorres@gmsnfc.com
or by calling (904)
940-5850 by July 20, 2020 at 5:00 p.m.
in advance of the meeting to
facilitate the Board's consideration
of such questions and comments
during the meeting.
The public hearing and meeting are
open to the public and will be
conducted in accordance with the
provisions of Florida law. The public
hearing and meeting may be
continued to a date, time, and place
to be specified on the record at the

meeting. There may be occasions
when Board Supervisors or District
Staff may participate by speaker
telephone.
Any person requiring special
accommodations at this meeting
because of a disability or physical
impairment should contact the
District Manager's Office at least
forty-eight (48) hours prior to the
meeting. If you are hearing or speech
impaired, please contact the Florida
Relay Service by dialing 7-1-1, or
1-800-955-8771 (TTY) / 1-800-955-8770
(Voice), for aid in contacting the
District Manager's Office.
Each person who decides to appeal
any decision made by the Board with
respect to any matter considered at
the public hearing or meeting is
advised that person will need a
record of 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.

Ernesto Torres
District Manager
Legal 46169 published June 18 and
June 25, 2020 in Clay County's Clay
Today newspaper

FOURTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Friday, May 8, 2020 at 9:30 a.m. via Zoom Conferencing.

Present and constituting a quorum were:

Matt Biagetti	Chairperson
Jeff Arp	Vice Chairman
Jerry Ritchie	Supervisor
Jeff Lewis	Supervisor
Nelson Nazario	Supervisor

Also present were:

Ernesto Torres	District Manager
Jason Walters	District Counsel
Chris Hall	Operations Manager
Maria Cranford	Amenity Manager

FIRST ORDER OF BUSINESS

Roll Call

Mr. Torres called the meeting to order at 9:30 a.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Down to Earth Proposal
for Island Enhancements**

Mr. Biagetti stated I know we have history on this item. This isn't the first time that we are seeing something like this.

Mr. Hall stated there has been a lot of discussion about the medians. The consensus was to put sod in the center and take out the juniper on the tips and putting in flax lily with red mulch and that is what this proposal is. There will be tree rings around the trees in the center. It would change it right away because the sod is going to make an immediate impact and removing the dead Jupiter. They included a \$4,200 refund for the old jasmine and we also have a \$6,500 credit to be applied. The \$6,500 credit is from the pine straw from last fiscal year that was never installed.

Mr. Torres asked so it makes this proposal more like a \$10,000 expenditure?

Mr. Hall responded correct.

Mr. Ritchie stated there are different varieties of Loropetalum. They don't describe which variety they are going to provide.

Mr. Hall stated it is the Loropetalum in the islands right now. Those are going to stay because most of it is in good shape. They are just going to add to it to fill in some of the bare spots.

Mr. Biagetti asked are we comfortable that the three gallons is going to be a close enough size where we will see immediate improvements?

Mr. Hall responded the three-gallon for the Loropetalum is going to be smaller, but they grow fast. It is not going to be like the jasmine, where they are planting tiny little plants. If we want to go with a seven-gallon plant, then we can go back and ask them to do that.

Mr. Arp stated I think seven gallon maybe more what the residents and people are going to want. We definitely want to get this one right.

Mr. Biagetti stated if the three-gallon plants are \$15 then the seven gallon plants might be \$25 or \$30. I would be in agreement with what Jeff mentioned. I don't necessary think we need to put a dollar amount on it, but we can provide guidance to staff to work that in there.

Mr. Nazario asked so we are asking for the flax lily to be the larger size or for the Loropetalum to be a larger size?

Mr. Biagetti responded for the Loropetalum.

Mr. Nazario asked does this include any work on the end caps of the islands?

Mr. Hall responded yes. This completely removes the juniper on all of the end caps and replaces it with flax lily and mulch.

Mr. Nazario stated my concern is if we change the size of the gallons then I was wondering if we needed to meet again.

Mr. Biagetti responded I would say no. I think we can do a not to exceed amount. I can't see it being more than \$1,000 extra.

Mr. Hall stated I would guess \$500 but even then, we still have a credit that they are going to adjust. We can just take it out of the credit, so I don't think we would need a special meeting for that.

Mr. Nazario asked does the irrigation system work to support this?

Mr. Hall responded the irrigation works. The heads will need to be changed to spray better for the grass coverage.

Mr. Nazario stated I am good.

Mr. Ritchie stated we talked about taking some of the Asian Jasmine that are still existing in the islands and moving them to the pool area. Is there funding in there for that or is that going to be extra?

Mr. Hall responded there isn't in this, but I do have a bid for them on that. They were only going to charge us \$300 to do it, so I can have them honor that. We will probably lose half of them from replanting them, but we can have them put them in the pool area for sure.

Mr. Ritchie stated I think that is a good idea.

Mr. Hall stated I will try my best to get them to do it for free.

Mr. Lewis stated there are a ton of bald spots as you go down Tynes on the right hand side between the pond and the road and then possibly add sod to pull back a lot of that pine straw that is killing a lot of that grass on the hills. This could be a second phase of the landscape updates.

Mr. Hall stated I spoke to Mike about the sign and the whole area on the east side entrance. There is definitely old plant material that has died off. I have asked them to come up with a design plan for the sign. I honestly think if we just pulled out a lot of that stuff and just put in some sod to clean it up that it would make a huge difference and wouldn't cost that much.

Mr. Lewis stated if we would put more flax lily in then it will tighten up those bare spots and it will look much better.

Mr. Nazario asked can we ask Down to Earth if they can come up with a plan with different phases to improve the landscape on the property and especially the entrance into the circle and up and down Tynes? What I would like to see is a formal list and estimated cost of these phases. I don't think we have one now, correct?

Mr. Hall responded we do not.

Mr. Nazario asked is that too much to ask?

Mr. Hall responded no, sir.

Mr. Biagetti stated I think that is like what Jeff said on what can we do in the future to improve and enhance Pine Ridge's landscaping. Thank you, Ernesto, for the sending the email

on the biweekly mowing and maintenance detail. We all received the email in disappointment with their performance since we last met. I think we do need to be somewhat understanding with the current situation with COVID but I still was not pleased. We just need to stay on top of them to make sure they are doing what they are supposed to be doing. The median projects should put everyone at ease and feel prouder to live in Pine Ridge.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor the Proposal from Down to Earth for Island Enhancements with upgrading to 7 Gallon Loropetalum with a not to exceed amount of \$1,000 for the Gallon Increase was approved.

Mr. Arp asked were we able to get a start date from them?

Mr. Hall responded they didn't give me a specific day, but they said as soon as it was approved that they would be able to schedule it within a week and a half to two weeks. I'm not sure if you know but we have a new landscape manager. He worked at Oakleaf and some other big Districts. He is learning the property. I think he is doing a pretty good job. The grass is growing fast and they did have to do every other week mowing through April, but we are back to a weekly schedule. If anyone sees anything that is missed just let me know.

Mr. Ritchie stated at a previous meeting we talked to Down to Earth about providing a map of all of the sprinkler heads. Has that been provided?

Mr. Hall responded I haven't gotten it yet. I will ask Mike.

FOURTH ORDER OF BUSINESS

Discussion of Down to Earth Agreement

Mr. Torres stated this agreement was drafted after we met in January when we selected Down to Earth. Jason prepared the agreement. There is a termination clause in the agreement for cause or not.

Mr. Walters stated this was in response to discussions at the last meeting. I think the key provision that we discussed was the flat pricing for three years and then documenting the credits.

Mr. Torres stated we will attach the proposal to the agreement.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor the Down to Earth Agreement was approved.

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

Mr. Torres stated this is the opportunity for any audience members to make any comments. There being none.

Mr. Ritchie stated I would like the board to seriously consider reopening the amenity center.

Mr. Arp asked are we able to make that decision based on the CDC guidelines?

Mr. Torres responded the executive order that was issued says to keep fitness center closed. I would recommend that we keep the fitness center closed. Due to the guidelines of social distancing it reduces the capacity to almost 25%.

Mr. Biagetti stated we do need to have staff in place. I think one of the most important things is to have someone available during the duration of the time the pool is open. I agree that the fitness center remain closed and still no rentals of the facility. Here at Eagle Landing we just reopened our swim facility yesterday. We have limited capacity. We have set a maximum of 200 people on our deck. We do have staff in place to enforce the social distancing and space out the furniture and have someone constantly sanitizing all touch points. I think we need to have the discussion on if we want to move forward. I think we all need to understand that RMS needs to be ready for it.

Ms. Cranford stated I have lifeguards that are ready and willing to go ahead and work and act as deck monitors to help enforce the social distancing. My idea is to use a website allow residents to sign up for one hour per week. Based on the 25% bathing load, we would be allowed to have 28 people. We have 30 lounge chairs on the pool deck. I think we should just have a gate attendant, myself and one lifeguard. I think we are ready to go. I have been stockpiling supplies this week. We will have sanitizing stations spread throughout the pool area.

Mr. Torres asked any idea on pool hours?

Ms. Cranford responded I would say we limit it to office hours. I do have an assistant again this summer, so we will be able to do seven days a week, so people won't feel like they are just limited to Monday through Friday.

Mr. Biagetti stated in having a discussion with the department of health, there is clearly no guidelines of reopening swim facilities and there has never been anything in the mandate to close swim facilities. I think most of us took it upon ourselves to close, which was a great idea

at the time. I think 25% is a good guideline on that. At South Village, we limited our bathing load to 50%. I would be willing to increase the 25%.

Mr. Walters stated you are right in that there wasn't much clear guidance in terms of our types of facilities, except for gyms, which are still required to be closed. I think some of the keys to this is communication, limitations, proper signage, levels of staffing and supplies. You are starting to see facilities begin to re-open.

Mr. Nazario stated we have a lot of young people that use the pool, so we have to emphasize to residents that we want to be able to enforce the distant requirements. We have to come up with a plan that the owners know what is expected of them. I think communication is key to opening of the amenity center.

Mr. Ritchie stated I like the idea of 50% capacity. I think that is more practical.

Mr. Arp stated that would be my decision as long as Maria is comfortable with it. I agree that 50% is more of a reasonable number.

Mr. Biagetti stated I would suggest drafting a reopening plan and then send it to the board members for our review. I would put in there that if you are caught not maintaining the social distancing guidelines in a group larger than 10 that they will get immediate removal or possible suspension of privileges. If the residents aren't willing to abide by these CDC guidelines, then they shouldn't be there.

Mr. Torres stated I know RMS has worked on reopening plans for other communities, so we will make sure the right wording is in there.

Mr. Biagetti stated at my facility, we used a guideline from Hopping, Green & Sams and we modified it for our facility. Could forward that over to staff?

Mr. Walters responded GMS and RMS have seen it and I will make sure they have a copy.

Mr. Nazario stated I have one more comment regarding Down to Earth. In the past I don't think we did a good job letting Down to Earth know early on that things were not looking good. We need to come up with a system to let them know that things aren't looking good when it happens. I am more than willing to give up my time to go with someone to point out errors. I just don't think in the past that we told Down to Earth that they were screwing up and followed it up with some kind of action. It seems like it is our responsibility to do that.

Mr. Arp stated I feel like they knew, and we told them numerous times. I typically call Chris directly and he gets it resolved. We did talk in our meeting when we were going over the proposals about tracking complaints, so that we could maybe go over them in our meeting.

Mr. Nazario stated several months ago I was walking, and I noticed an issue with one of the fences along Tynes. I made the appropriate phone calls and the fence was fixed in a day. I was amazed. I'll carry my cell phone with me when I do my exercises.

Mr. Hall stated I am meeting a lot with the new manager. It has been a little rough with the transition and the fact that we are in the growing season and it has been biweekly. He is very responsive and is right on it if I see something. The morning I received the email I went out there and they had already been there that morning and mowed and edged and everything was done. I told them the issues afterwards, but it was already taken care of. They were not there the week before, so everything grew.

Mr. Biagetti stated we appreciate you staying on top of it.

Mr. Hall stated the new manager is committed to make Pine Ridge look the best it can. I have had a lot of discussions with him. He was embarrassed about what was going on when he took it over.

Mr. Biagetti stated I don't know where we stand right now on the refinance, but I would like to bring that back to light at the next meeting.

Mr. Walters stated Sete with MBS will be attending the next meeting. She will have a more detailed update then. The credit package has gone to S&P for review. They are a little backed up at the moment, so their review is taking a little longer, but she will have information on that process. I think we will be looking for direction from the board on a couple of issues.

Mr. Torres stated she sent me over the request for the rating evaluation and I signed it and returned it back to her.

SIXTH ORDER OF BUSINESS

Next Scheduled Meeting – 5/19/20 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Mr. Torres stated the next scheduled meeting is May 19th at 6:00 p.m. at this location.

SEVENTH ORDER OF BUSINESS

Adjournment

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

Chairman / Vice Chairman

B.

MINUTES OF MEETING
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, May 19, 2020 at 6:00 p.m. via Zoom Conferencing.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jeff Arp	Vice Chairman
Jerry Ritchie	Supervisor
Jeff Lewis	Supervisor
Nelson Nazario	Supervisor

Also present were:

Ernesto Torres	District Manager
Jason Walters	District Counsel
Chris Hall	Operations Manager
Maria Cranford	Amenity Manager
Sete Zare	MBS Capital Markets

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 21, 2020 Meeting

Mr. Torres stated included in your agenda package is a copy of the minutes of the January 21, 2020 meeting.

Mr. Ritchie stated I had one correction on page four in the third paragraph it should say be “pint” instead of “gallon” and where it says “bigger “it should be “quarts.”

On MOTION by Mr. Biagetti seconded by Mr. Nazario with all in favor the Minutes of the January 21, 2020 Meeting were approved as revised.

FOURTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2019 Audit Report**

Mr. Torres stated included in your agenda package is a copy of the Fiscal Year 2019 audit report. The audit report was performed by Berger, Toombs, Elam, Gaines & Frank and is a clean audit. The opinion letter states, "In our opinion, Pine Ridge Plantation Community Development District complies in all material respects with the requirements during the year ending on September 30, 2019."

Mr. Ritchie stated on page 12 it says total governmental fund balances are \$2,235,000 but I couldn't find anything that explains that.

Mr. Torres stated I am sure that is your total general fund balance. That consists of your total credits and your debt services. At one point your total assets were \$3.1M. I think it is a floating number.

Mr. Ritchie stated on page 25 it says U.S. Bank managed money market for \$1.217M.

Mr. Torres stated if you look at tab number 9 of your agenda package, the first page of that document gives you a breakdown of your general funds. I will get with you offline to discuss the balance sheet.

On MOTION by Mr. Biagetti seconded by Mr. Arp with all in favor the Fiscal Year 2019 Audit Report was accepted.

SIXTH ORDER OF BUSINESS**Discussion on Refinancing Status and Direction**

Ms. Zare stated I am very thrilled to note that we could submit a credit package to S&P, in hopes of getting a credit on this refinancing, as well as ATM for credit enhancement. We should hear back from both of them at the start of June and I think to help expedite this process, there was a question whether we wanted to refinance the annual debt service reduction, so not only would your debt stay consistent to where it is today but you reduce your annual debt service period. The second option that was on the table was if we want to realize those savings upfront and take that money and use it for certain improvements that the board and District have in mind. This scenario would increase your par outstanding debt to where it is today. There are pros and cons to that scenario but we definitely want to talk to the board about what direction you want to move into. The second scenario is a much longer process.

Mr. Ritchie asked on scenario one, what would be the expected interest rate for a refinancing and the percentage of upfront costs?

Ms. Zare responded that is a tough question to answer right now. I am sure everyone is aware of the pandemic and the effects it has had on the economy and the bond market. We have seen a lot of outflows in the bond market, which has kind of slowed things down. There is so much volatility within the market to actually identify where the market will be when we price. When we do price and those rates are locked in, it would be the point where we provide savings to the District. Your interest rates on your 2006A was fairly high at 5.4%, so there is going to be pretty good savings regardless of where the market shakes out at the time of pricing. There are other factors that go into play with that. We have a few things that we are waiting on. What S&P comes back with on an underlining rating can impact where we price in terms of investment grade scale. The second component to that is we submitted to ATM, which is an insurer, and they will come back with their premiums on insurance, as well as whether they provide us with surety. It can also impact the savings, as well. I think what will be very beneficial for the District is to start considering what option they do want to take and whether they want to realize the savings upfront or if they want to do an annual debt service reduction because the longer we take in doing that, the longer it is going to take to get to the point, where we can send out an offering document, get price and lock in those rates and close on this. There is one benefit when you opt into the first scenario, it maintains part in trialities, so you do not have to notice residents that their debt is increasing, which has always been a plus for most Districts. While the second scenario is a very viable scenario, it takes a little bit longer because not only do you have to notice residents for a 30 day period but it generates a lot of questions for residents.

Mr. Biagetti asked do you have rough figures on what the average savings may be and what the proceeds would be for the second option?

Ms. Zare responded I hesitate to put out any numbers because there is so much volatility in the market. It would be tough to put an estimate on it right this moment. I think we would be in a better place to do that, once we get a rating from S&P and we get insurance premiums from ATM.

Mr. Nazario asked how long do you think it is going to be before this thing is over?

Ms. Zare responded it is really dependent upon which scenario you pick. If you pick scenario one, you want annual debt service reduction and that cuts 30 days off of the transaction. If you moved forward with scenario one, we would get an answer back from ATM and S&P at the start of June. At that point and time I would engage all of the working members to draft all of the necessary documents, so we would probably come back to the board at the end of June. From that point on, we release an offering document. It takes about two weeks to print, market and price the bonds. We would close within the last two weeks of July.

Mr. Torres asked what if this board went with option one today and did the refinancing for reduction of costs but in three years, they wanted to construct a capital related project, what impact would option one have to that board in three years from now?

Ms. Zare responded it would require us to go back to the bondholders and say that the District now wants to expand on their amenities and we would need consent for us to do that. You would have to notice your residents because their debt would be increasing but it is the board that makes the decision for the District.

Mr. Arp stated it sounds like option two would be the better option if we already have something in the works. Is there a penalty if we went with that option and then didn't build anything within the three years?

Ms. Zare responded yes. The engineer would have to certify that 85% of the funds will be expended within three years, so there has to be something in the boards mind that they want done and can done within that timeframe. You don't have to make the decision now. It would be very helpful that we do have a direction before the first week of June though.

Mr. Biagetti stated we have discussed this a few times over the years. What I don't want to do is increase assessments to the residents and none of these scenarios would increase assessments. Option one would certainly reduce everyone's annual assessments for the bond portion but my thought is to go with option two. I don't know what that specific project is right now but I think that is a conversation we need to have and talk to our neighbors about it. I think it would be a good time to enhance what we already have in Pine Ridge.

Mr. Walters asked in terms of the S&P rating, how long is that rating good for?

Ms. Zare responded that would be good for a six month period before we could convert it to an actual public rating.

Mr. Ritchie asked so in three and a half years from now when we want to build a pool, couldn't we just go out for another bond issue?

Ms. Zare responded we would have to get bondholder consent from the 2020 bondholders to actually do that.

Mr. Walters stated I do recall in one project where there was an allowance that the District would be allowed to issue up to a certain amount without bondholder consent. I don't know if you think that is still feasible in today's market or not.

Ms. Zare stated that one was where the residents were not ready to pull the trigger on a pool and had an estimate of what the pool would cost, so we allowed flexibility within the indenture to issue up to an amount certain, so that we wouldn't have to get bondholder consent down the road.

Ms. Navario stated I am voting for option A for these reasons; we got to move. We have been in a stagnant position for well over a year and it doesn't appear if we are moving forward. As a matter of fact, it is almost like we are digging a hole and we can't move. If we go with option 2 in knowing the kinds of families and homeowners, we have here that is going to take forever and a day. On top of that, we have all of these new homeowners moving in.

Mr. Biagetti stated we certainly do want to get this done and we are further along than we have been in the past. It has been presented. We will have solid information in early June and I think then we could look at a special meeting to make the decision on which route we want to go with. Correct me if I am wrong but if we were to issue more bonds in a few years then that would include additional fees and closing costs again that the District would have to pay.

Ms. Zare stated that is correct. It would be a separate issuance, so it would entail engaging the working team again.

Mr. Ritchie stated I think the original intent of the refinancing process was to reduce the assessments. I would rather see the interest rate be reduced, so that we could pass on savings to the residents in this community. What we save on interest will be overtaken by an increase in property taxes, so it would be a net difference of 0 to the average person in this community. I am an advocate of option A.

Mr. Lewis stated I see the points on option A and B. Keeping the debt the same is nice but from seeing all of the residents and talking to them, there is really no amenities here for

existing residents let alone new residents coming in. We are short on the pool size. I am leaning on the second option two. I am leaning towards adding another body of water. I like what I see at Grey Hawk. We could also put another playground on the empty piece of land on Leap Frog Lane. Adding more amenities could increase land value. It is really a wash whether you want to add things now or things later. I am leaning to option B.

Mr. Arp stated there are some good pros and cons with both. I do like the idea of getting this done. How long would it take to get permits and all of those other things done?

Mr. Hall responded you are probably looking at a year or less.

Mr. Arp stated I would like to know if we went with option A what the savings would be. If it is not too much then I could see people saying that they want another pool then. Do you know what a pool costs?

Mr. Biagetti responded I don't but I would be willing to work with the contractors to get some ballpark pricing.

Mr. Walters stated on the Watercreek deal, we were able to get some flexibility baked into deal. At the end of the day, they were able to categorize because they knew the sizing, so they said we will have x amount of money to work with and these are the types of components that we wish to construct with those funds.

Ms. Zare asked would it be helpful if we scheduled a special board meeting and I provide the board with an analysis?

Mr. Walters responded I think getting the information out as soon as we get it would be helpful to the board, so that we could start stewing on it. A decision would require a meeting.

Mr. Torres stated we could continue this meeting to June 2nd.

Ms. Zare stated it would have to be the following week, so we could get a response back.

Mr. Torres stated it looks like the 15th would be better for everyone.

Mr. Hall stated Oakleaf had an eight lane lap pool put in and their pool was about \$250,000. We can also look at other projects and get some other numbers together to present to you.

Mr. Torres stated I will get a list from ETM on projects that they have done.

Mr. Biagetti stated we just put in new tennis courts at Eagle Harbor. We had two clay courts put in and two hard courts put in and I think the total project was \$340,000. I don't

think that we would want to move into the clay court situation but we could do hard courts. That cost was with lighting too. I do like the idea of adding a couple tennis courts. I would also agree with a playground, which would cost \$65,000 to \$75,000.

Mr. Hall stated I am getting proposals for a playground at another District and I am getting prices around \$30,000 to \$35,000.

Mr. Torres asked what about a splash park?

Mr. Hall responded Brian just went through a new splashpad at Bartram Springs, so I can get numbers from him for the cost.

Mr. Torres stated I will get a list together and bring it to the meeting on the 15th for you.

Mr. Hall stated I would like to see a refurbishment of the slide and the slide tower.

Ms. Cranford stated it definitely needs it.

Mr. Torres stated we do have capital reserves for that.

Mr. Hall stated the slide keeps deteriorating and we keep patching it. Eventually we will have to redo it.

Mr. Torres stated in another community that I have; the insurance company did an inspection and they closed down the tower. I would rather do that as soon as the offseason is here. Let's get a plan done for that.

Mr. Navario asked why were these two options not put on the table for us to look at six, seven, eight or nine months ago?

Ms. Zare responded I believe in August last year I did present to the board with both options and the board directed me to submit to S&P with both options, which we have done.

Mr. Navario stated but what I am saying is if we knew seven or eight months ago that we would be making this decision so we should have already had numbers in hand. Where is a list of future projects for the community? That has been bugging me for a very long time. Why don't we have a one year plan or a two year plan?

Mr. Biagetti responded I believe we had a capital reserve study done a few years ago. It outlines a 50 year plan for the District.

Mr. Torres stated we did have a reserve study done. We don't have a shelf plan for future capital projects. We are developing a plan now for future capital projects. We have talked about monument sign refurbishment. We have talked about the security cameras being upgraded and painting of the exterior. We have a capital reserve plan, which guides us on how

we spent our capital reserves. We will continue this meeting until June 15th to get scenarios from Sete for both options A and B and then we will also provide a project list for the board to get an idea of what projects are costing.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-05, Approving the Proposed Budget for Fiscal Year 2021 and Setting a Public Hearing to Adopt

Mr. Torres stated included in your agenda package is Resolution 2020-05 and the proposed budget for Fiscal Year 2021. We would suggest having the public hearing on July 21st. In the general fund revenue column, you have to look at Fiscal Year 2020 and Fiscal Year 2021. Your assessment level in Fiscal Year 2020 was \$537,569. I am proposing the assessment levels are the same in Fiscal Year 2021. There are a few increases in the budget and there are some decreases. Last year the administrative expenditure line you budgeted \$119,000 and this year you are at \$118,000. There is a slight increase in insurance. RMS has provided an increase request for amenity management and for field management services. There is an increase in pool chemicals and a slight increase in your water utility and RMS is also proposing an additional staff level to do the gate monitoring. Last year your capital reserve contribution was \$35,000 and this year, in order to keep the assessment levels the same, we are reducing your capital reserves from \$35,000 to \$20,000. If you look at your capital reserve balance, we are ending as of April at \$339,000. We are healthy in capital reserves.

Mr. Arp asked on the pool maintenance and pool chemicals, the guy that would clean the pool is he paid under pool maintenance or pool chemicals?

Mr. Hall responded he is pool maintenance. Poolsure is your pool chemical company.

Mr. Arp stated that seems like a lot if we are paying them \$12,500 a year. He is making \$2,000 a month. Does that seem right to clean the pool and dump some chlorine in it? Is that something maybe we should shop for?

Mr. Hall responded that is RMS pool maintenance. He is here three days a week and that is pretty standard cost for the year. The pool chemicals don't get charged for RMS. We can get quotes for pool companies if you would like.

Mr. Navario stated it might be a good idea for us to nitpick everything.

Mr. Arp stated I would like to get three quotes for pool maintenance and see if we can get that reduced a little bit.

Mr. Biagetti stated I have no issues with that but when you break it down that is \$86 per visit. I don't think it is terribly out of line but it wouldn't harm us to have information.

Mr. Torres stated we will let them bid it with chemicals included and without.

Mr. Hall stated we can do that but they all typically use Poolsure and mark it up.

Mr. Torres stated there is an additional charge with the gate monitor. That is a \$5,700 increase that we didn't have last year.

Mr. Hall stated the gate monitor was approved last year and during this year we used lifeguards to fill that position. I believe we just wanted to break it out to have a dedicated budget for gate monitors. It would be an hourly employee just like your lifeguards.

Ms. Cranford stated generally what happens is we have a lifeguard at the top of the slide and a lifeguard at the bottom of the slide and then you have your third lifeguard that is your roving lifeguard and then we have had an additional person who is then at the gate. I think the gate monitors were originally added it was in the middle of the season, which is where that \$1,500 came into play and then last year we realized that no additional changes had been made to accommodate a full season. Basically having that person at the gate was cutting into the lifeguard budget.

Mr. Biagetti stated I would agree that that position is needed.

Mr. Torres asked what is the amenity assistant line item for then?

Mr. Hall responded that is for the assistant that works with Maria on the weekends and during the evenings.

Mr. Biagetti asked are you recommending that we reduce the facility assistant line item and add in gate attendant?

Mr. Torres responded we can put that \$6,000 back into capital reserves.

<p>On MOTION by Mr. Lewis seconded by Mr. Nazario with all in favor Resolution 2020-05 Approving the Proposed Budget for Fiscal Year 2021 and Setting a Public Hearing for July 21, 2020 at 6:00 p.m. was approved.</p>

SEVENTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Walters stated included in your agenda package is the property appraisers parcel report and a quit claim deed referencing the two tracts. This is the Isles of Pines parcel to the north that was going to be developed into platted lots. That has since been redesigned and was part of the replatting that we have dealt with over the past. This is a parcel within that Isles of Pine area that was originally going to be a stormwater pond and that is why we had ownership to it but now it is part of a vacant parcel that is not going to be developed, so there isn't going to need to be a stormwater parcel there and there is no reason to own it. The thought is to go ahead and convey that back to the Developer. I know they have some Countywide stormwater things they are working on that could involve that parcel, so they would like to have that parcel. The thought is to get that conveyed out of the Districts name and back to that landowner.

Mr. Biagetti stated it seems to be an area of mischief back there. Has the Developer noted if they are able to do anything with that property back there now?

Mr. Walters responded that is another reason that it behooves us not to own it. We don't want to be the property owner in those instances. My understanding is the County has a more global stormwater overflow, where they are always looking for land and I understand they are talking to the County about utilizing that for conservation. I don't think there is any plans to develop that as residential. I would inform them that if that was the case then we would be coming back to them for additional assessments. The landowner has to sign the permit, so the County was saying this parcel is owned by the District, so they would need to sign it and I told them that we had no intention of being a part of that permit process.

Mr. Biagetti stated if there is nothing going to be back there then I would love to approach the Developer about blocking off access to that whole area back there.

Mr. Ritchie asked are you saying we are going to convey the pond or the property and the pond to the Developer?

Mr. Walters responded no. The original intent with the pond was that once that property was developed then there would be a stormwater pond there but there is no pond there now.

Mr. Ritchie stated there is a body of water back there now.

Mr. Walters stated yes. That was related to some fill operations. That is not specific to this parcel. I know the Developer had utilized that parcel for some fill dirt in the past.

On MOTION by Mr. Biagetti seconded by Mr. Nazario with all in favor the Conveyance of Two Tracts by Deed was approved as presented.

Mr. Walters stated there has been a slew of governmental directives related to things that have impacted Districts. The reason we are able to have this meeting in the format we are having it is by virtue of the Governors executive orders. We will continue to monitor all of those and keep the rest of staff and supervisors and staff in the loop.

B. District Manager

- 1. Report on the Number of Registered Voters**
- 2. General Elections**

Mr. Torres stated there are 1,185 registered voters residing in the District. This year is an election year. There are two seats in the District that have terms expiring. If you wish to keep your seat or run for the seat you will need to register at the supervisor of elections office.

C. Engineer

There being none, the next item followed.

D. Operations Manager

- 1. Report**
- 2. Down to Earth Landscape Reports**

Mr. Hall stated the seven gallon plants will cost \$35 per plant, so it adds \$600 to the total. LED lighting was completed awhile back. I know we still have a couple issues with some trees blocking a couple areas but it has really brightened it up. The splash ground has been repainted. The slide is ready to go.

Mr. Torres asked can you give us an update on the islands?

Mr. Hall responded I just signed a new proposal and they should be ready to go.

E. Amenity Manager

Ms. Cranford stated we have been doing food trucks like crazy. We opened the pool last Thursday. Everyone has been really good with signing up for their pool times. During the week we bumped the time from an hour to an hour and a half. Next week I will make some additional changes to the sign up times. I am finding during the week that only half of the slots

are being filled, so I am going to start allowing additional time and additional sign ups. It has been going well and it has been a smooth process.

EIGHTH ORDER OF BUSINESS Audience Comments/Supervisor's Requests

Mr. Navario asked what is the status of the District?

Mr. Torres responded from a financial standpoint you look healthy. From a staff point, you look healthy. From a resident complaint standpoint, the only issues that sometimes come up is with landscaping.

Mr. Ritchie asked how many CDD communities does GMS manage?

Mr. Torres responded I think we have the majority of Florida but in Northeast Florida I think we have 60 CDDs.

Mr. Lewis asked did we get any estimates back on the fountains?

Mr. Hall responded yes. It would be \$12,773 for a five horse fountain and that does not include the electrical work on the bank, which would be around \$4,000 to \$7,000 depending upon where they can draw power from.

Mr. Lewis stated I was thinking the main big pond needs one and the big pond back by Clay Charter could probably use one.

Mr. Hall stated if we went with a lower horsepower fountain, it is \$10,467 and then you would include your electrical work.

Mr. Navario asked can we include the fountains on the list we are working on?

Mr. Hall responded absolutely.

Mr. Lewis asked when we get rid of tract 2 will our signage come down?

Mr. Walters responded I don't believe so. I believe that is part of the master improvements because that is still a northern entrance into the community. Those monumentations stay because they are in the County right-of-way.

NINTH ORDER OF BUSINESS Financial Statements

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending April 30, 2020

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

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 the check register.

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

TENTH ORDER OF BUSINESS

Next Scheduled Meeting - 7/21/20 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Mr. Torres stated the next regularly scheduled meeting is July 21st at 6:00 p.m. We have a special meeting scheduled for June 15th at 6:00 p.m.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

C.

MINUTES OF MEETING
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Monday, June 15, 2020 at 6:00 p.m. via Zoom Conferencing.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jeff Arp	Vice Chairman
Jerry Ritchie	Supervisor
Jeff Lewis	Supervisor
Nelson Nazario	Supervisor

Also present were:

Ernesto Torres	District Manager
Peter Ma	District Engineer
Jason Walters	District Counsel
Maria Cranford	Amenity Manager
Sete Zare	MBS Capital Markets

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Update on Financing Options and S&P Results

Mr. Walters stated if you recall over the last meetings, we have had discussions about putting together the credit package, so that it could be submitted to S&P. That has been completed. Sete has put together the preliminary numbers on the two scenarios that we discussed at the last meeting. Option one would be your straight savings scenario. The second option was looking into the equity portion of the debt service that we now still owe to the bondholders and potentially using that equity portion for some enhancements and improvements within the District.

Ms. Zare stated we were very successful in obtaining an investment grade rating on the senior portion of the refinancing. We obtained a BBB+ rating evaluation, as well as secured credit enhancements from ATM. Both providing for additional savings in the refinancing depending on which scenario you go. I will start with the far right column and then we can move into project funds. For a quick overall of your current debt structure, you have \$10,265,900 outstanding with a maturity of May 1, 2037. You have a coupon of 5.4% and your annual debt service \$933,000. If we provide for a refinancing that provides for an annual debt service reduction then we will maintain par neutrality. What does that mean? That means that your current debt is at \$10,265,900 and we will maintain that same amount in the refinancing, so there will be no increase in your principal amount and that will eliminate the need for us to go through the Chapter 170 process, where we have to notify all 737 residents within the District that their principal portion of their debt is increasing while their annual assessment is decreasing. You will see that refinancing provides for about \$1.1M in net present value savings, which translates to 11.3%. Governments are typically benchmarked for net present value savings is at 3% to 5%, so we have far exceeded that. The estimated maximum annual debt service is going to decrease to \$810,000 and just note that your current debt service is \$933,000, so it would decrease by roughly \$123,000 for the next 17 years, which is through the life of the bonds. We would not increase or decrease your maturity. It would stay level until May 1, 2037. If you look at that, that is \$123,000 over the life of the bonds for 17 years, so approximately \$2M in annual debt service reduction. Your second scenario is to take those savings back to the current market and that will generate \$1.45M in project funds that the District can choose to use towards capital improvements within the District boundaries. As I mentioned your current debt is \$10.265M. If we do proceed with the project fund route your debt will increase to approximately \$12.4M, so that is a \$12.4M, so that is a \$1.875M increase in your principal amount. That will trigger the Chapter 170 process and we will have to notify all 737 residents within the District that your principal debt is increasing. Take a look at your current maximum annual debt service that is about \$933,000. Your estimated maximum annual debt service is about the same, so you won't see an increase of your annual debt service but you will see an increase in your par amount and that is why we have to go through Chapter 170. We are maintaining the same principal term. It is just a matter of which option the District wants to move forward with, upfront savings or annual debt

service reduction. I have actually detailed what that looks like on a per unit basis on the next two pages and I am happy to go through that with you.

Mr. Ritchie asked how much are we going to save per year?

Ms. Zare responded you would save \$123,000 on a net basis for the next 17 years on an annual basis.

Mr. Ritchie asked what is our upfront costs?

Ms. Zare responded these numbers are inclusive of all of the costs, so the \$1.4M of project funds generated already consider the costs to get this refinancing done. We were very fortunate to get credit enhancements here. We will put an offering document together. We will put an indenture together. All of these documents are to market the bonds to potential investors.

Mr. Ritchie asked if we go with option A, the average savings per household would be about \$1,230 annually?

Ms. Zare responded it is done on a benefit basis, so we can go to that slide and I'm happy to go through how each resident will benefit from each scenario. I will start with the annual debt service savings and then move towards the project. If you look at page four of the slide, your current outstanding debt is \$10.265M. Your estimated principal is matched at \$10.265M, so there is no increase in your debt per unit. There is no need to notice all 732 residents that their principal is increasing because it is not. In this financing only 732 residents are actually impacted and that is because for residents that prepaid in full will not benefit from this savings because they have already paid off their debt. The gross assessment is \$993,000 and we are reducing it down to \$861,000 and that is \$131,000 in annual debt service reduction for 17 years. Let's take a single family home, their original annual assessment is \$1,255. Their proposed estimated gross assessment is \$1,089, so that is \$166 savings. Every resident benefits by 13.2% but that doesn't necessary translate to the same dollar value in the next column over but overall everyone benefits by 13.2%. That is a little bit over \$2M in total annual debt service reduction, while maintaining par neutrality. It is really a win-win for the District. I will go back to the upfront project scenario. If we look at the first set of columns, you will see your current outstanding debt is \$10.265M. The proposed debt on your 2020 bonds is \$12.14M and that is because you are generating about \$1.4M in construction proceeds, so that is 1.875M increase in principal amount and that will trigger the Chapter 170

process and by Florida Statute, we have to notice all 737 residents that their debt principal amount is increasing. You will see it is roughly about \$2,000 per unit for this scenario. In this scenario all residents, including those that are partially prepaid and prepaid in full will be impacted by this scenario, so all 737 residents will be noticed for this refinancing. If you move to the far right columns, you will see your current gross overall assessment is about \$993,000 and it is about level for your 2020 gross assessments. Let's look at it on a per unit basis. Let's look at the 385 single family 55 units. Your principal amount went from \$12,969 to \$15,305. Your gross assessment that these residents are seeing on their tax bill is \$1,255. Let's take that same single family 55 and look at your prepaid lots. You have two residents that have prepaid. They don't have any 2006 debt assessment because they have chosen to prepay in full but there is project fund attached to this and it is going to be used for capital improvements that is actually going to benefit them, so they have to allocated their prorata allocation of the new money component, so they will see \$165 increase on their tax bill. They will realize a flat annual assessment but an increase in their principal amount. The Chapter 170 process is a 30 day notice process. The District Manager will put together notices and send out a letter to all residents that their principal amount is going to increase. Another thing we discussed at the last board meeting was that we do have to identify projects and we do have put those in the engineer's report. Those projects have to be identified with a proposed cost estimate. At least 85% of the \$1.4M has to be reasonably expended within a three year timeframe.

Mr. Arp asked is the 737 residents on here including all of the new lots that are in the back that are not built yet?

Ms. Zare responded yes. It will impact every lot within the District, whether it has a home on it or not.

Mr. Ritchie asked if the board chooses option A, how would they handle future capital development?

Mr. Walters responded you can do it in a couple of different ways. Each board will have to make those kinds of decisions. On a transaction I worked on last year, they thought of an approach to say if there is \$100,000 in annualized debt savings then we can add that into the O&M budget as a capital reserve and build up reserves, which is one way to do that. You can also add future financings. The perspective purchasers of refinancing bond here would ask for no parity debt status. I don't know what the current market looks like for that but there are

some other financing mechanisms. The investors on the refinanced bonds will say you can't dilute our security by issuing additional debt on top of it. It does limit the ability to have future financings moving forward. We have looked at providing limitations to say that maybe the investors would allow for a certain amount of debt to be issued at a future date, which limits their exposure. You can slowly accumulate capital reserves. You can have a special assessment for capital reserves. Those type of options are still in place but your financing is limited a little bit by the investor.

Mr. Navario asked how much will a homeowner be paying if we went with option B?

Ms. Zare responded most resident's principal amount is \$18,366 and that is \$2,800 more than what they currently have on their property. They won't feel the impact of that \$2,800 increase unless they opt into completely prepaying their debt in full but on an annual basis, they won't see an increase in their annual assessment. It will look pretty similar to what they are paying right now.

Mr. Navario asked how much is it going to cost me on a monthly basis?

Ms. Zare responded so assuming you are one of the 183 residents, your tax bill currently reflects \$1,506 and it will be \$1,504, so it is a wash on your tax bill that you will receive next year. You won't feel the impact on the principal side unless you choose to prepay your debt in full.

Mr. Ritchie asked of the 737 residents, what percentage would have to approve the bond issue?

Ms. Zare responded the board is who ultimately decides, which direction we move in. The board is ultimately decides what improvements that you put in your engineer's report. The board is representative of all of the residents in the District. You will typically see the residents having some input but it ultimately comes down to the board.

A resident asked what if someone decides to move into the community before the 17 years it out, what would happen at that juncture?

Ms. Zare responded the debt runs with the land, so the landowner is responsible for payment.

Mr. Ritchie asked on the second option when the refinancing is completed, does that \$1.4M come to the District immediately?

Mr. Torres responded yes.

Ms. Zare stated it will be deposited into a construction account under the 2020 trust estate. For the annual debt service reduction, I believe the County cutoff is around September to get your assessments finalized and on the roll. I do believe if we push hard and fast that we could get the savings on the next tax bill.

FOURTH ORDER OF BUSINESS

Discussion of Capital Projects to Consider (Presenter: District Engineer)

Mr. Ma stated we have two examples of recent capital improvement projects that we did for refinancing of the bonds. One project is the Bartram Springs CDD that has about 1,700 units and the other one is the Sweetwater Creek, which has about 736 units. Both scenarios is about \$1.6M. They used some of the money in Sweetwater Creek to resurface the pool and repaint the guardhouse and the amenity center.

Mr. Ritchie asked when you do park, are you required to have restroom facilities?

Mr. Ma responded you may. There is a State guideline requirement for that. I don't know what it is off of the top of my head.

Mr. Ritchie stated I see here where Sweetwater Creek got a park for \$55,000.

Mr. Ma stated that is probably a tot lot for that amount. It was relatively small.

Mr. Arp stated I see here where Bartram had a tennis court expansion. I know there has been talk about us putting tennis courts. Is that the same price or what price would you think it would cost for tennis courts in here?

Mr. Ma responded the price would be different if you were starting from scratch. Their tennis courts were just expanded. You would need lights and nets and screens.

Mr. Lewis asked did you do Greyhawk?

Mr. Ma responded our company did but I was not involved in that personally.

Mr. Lewis stated because I was looking at the way the tennis courts were set up with the half basketball court. It is a pretty nice setup. I would like to get a quote on that one.

Mr. Ma stated absolutely. We have all of the numbers for that.

Mr. Ritchie asked what does Azalea Ridge have as far as amenities?

Ms. Cranford responded they have their family pool, which is smaller pool than what we currently have and then they have a separate kiddie pool. They have an amenity building, which is just a rental room. They have a small fitness center and then they have an open field with soccer nets on it. A few residents here show interest in tennis courts and basketball courts

here. Another thing to think about is we use the field space now for special events, so that is something to consider. Another thing to look into is putting in a splashpad in the open areas in the pool area by the shower.

Ms. Zare stated obviously, we don't have a crystal ball to see where rates are going but we have started to see the rates stabilize. Our rates are still at historic lows but we are facing uncertainties in our environment and that includes maybe a second rise in COVID-19 and the elections. These are just estimates based off of current market conditions.

Mr. Torres asked is there a lock in period?

Ms. Zare responded the lock in period is only once we price the bonds and the Bond Purchase Agreement is executed. The board will have to decide which projects they want in the engineer's report. Peter will have to provide cost estimates within the engineer's report. We will start the Chapter 170 process, which includes an assessment methodology. There is a 30 day notice period attached to that process. Within that timeframe, we are going to put a Delegated Award Resolution and all of its attachments, which includes the Preliminary Offering Statement, as well as the indenture that goes towards marketing the bonds. Upon approval of the Delegation Award Resolution by the board that allows for us to go out and market the bonds with investors. Upon pricing and execution of the BPA is when your price is set but until that point and time it is a moving target.

A resident asked I understand the residents don't get a vote on these items but are they made aware of it?

Mr. Biagetti responded once decisions are made, residents would be made aware. If we chose option two then residents would get notified. I think it would be wise for us to generate some input before we make final decisions on what improvements we are going to make. We can send a survey out or put it out on Facebook. We live in a great community. I think we can make it better if we can provide more amenities to our residents.

Mr. Lewis stated with all of these communities popping up around us, we are kind of lacking on the amenities to draw people in. I am personally up for option two because I want to see us grow.

Mr. Ritchie stated you brought up some good points about being competitive with other communities. Do you agree with that?

Mr. Biagetti responded 100%. Maybe amenities are not important to everyone but to a lot of people that is why they move into the community. We are in a very good area in Clay County with some very amenity rich communities for those home values. We are very lucky to live where we do with a great school system and the different businesses and the expressway. I think we should have more of an attractive feature in the community to make someone decide to move into Pine Ridge.

Mr. Arp stated it seems to me like that is some of the biggest complaints we hear on the board. It is usually between landscaping and amenities. If we went with the other option and had \$160 savings a year, which is \$14 a month.

Mr. Biagetti stated that is a valid point.

On MOTION by Mr. Ritchie seconded by Mr. Arp with all in favor to Move Forward on Option B for Financing was approved.

Mr. Walters stated we will make sure we are on the gun and try to move this forward as quickly as possible. The only other timeline issue we have lingering is on the deferred cost issues, so we have that tentative arrangement with the Developer to settle that issue but they are a little itchy on timeframes. I do expect that whatever agreement they sign that they are going to say we need an end date to that, meaning if you don't close by the end of January in 2021 that we have to reevaluate this. That will be another driving force to keep this thing moving.

FIFTH ORDER OF BUSINESS

Discussion on Phase 2 Reopening Standards

Mr. Walters stated you may have seen there has been a new executive order issued 21-39 and that is what people are referring to as phase 2. It changes a lot of the restrictions that we were most concerned with under the prior executive orders. The two factors we were trying to manage were the groups of larger than 10 people and enforcement of social distancing. The group size change has gone from 10 to 50 and it has gone from required to encouraged. There are still suggestions and encouragements to follow CDC guidelines in terms of social distancing, handwashing, cleaning procedures, etc. We have moved into the second phase of this, which gives us a lot more freedom. Our suggestion has been that we continue to follow those CDC guidelines.

Mr. Biagetti stated I would say that we open up the pool area more. Do we still need to have reservations?

Ms. Cranford responded I will leave that up to you. I have gotten a lot of good feedback about doing the reservations. We have limited the reservations to staff hours only. I have had a lot of residents ask when we are going to start running the slide. I have some ideas of how we can social distance the kids while they are not all on the stairs at the same time. Our fitness center has been open for seven days a week during staff hours.

Mr. Arp stated you mentioned social distancing on the slide, so maybe we could get stickers along the way to the slide, so kids don't bunch up along the line. I think opening up for phase 2 is good at this point.

Mr. Walters stated we can have manage social distancing on the slide.

Mr. Arp stated I think it is important to try and get the slide open.

Mr. Biagetti stated I agree.

Mr. Navario stated I like the reservation protocol. It gives us a certain amount of control. I just feel like Maria and her assistant are doing a good job of keeping the pool under control with this reservation system. I think you should keep that reservation system in place.

Mr. Arp stated I definitely agree with Nelson. I think that is very important.

Ms. Cranford stated the amenity center is open Monday through Friday from 9 a.m. to 5 p.m. On weekends the amenity center is open from 9 a.m. to 6:30 p.m.

Mr. Arp asked do you see any need to push the closing of the amenity center to 7 p.m. during the week?

Ms. Cranford responded we can. The last time block during the day seems to be the one that has the least amount of people signing up for it. Are we going to do rentals in the clubhouse with the capacity limit?

Mr. Biagetti responded I am fine with that, as long as you don't mind managing it.

Mr. Torres stated one of the first milestones that we have to accomplish in order to get the funding moving is going to be the engineer's report and the assessment methodology report. We have a meeting on July 21st and we don't have a meeting in August, so most likely we will be adding a meeting in August. Staff has to make sure that we are moving this along to make sure we are getting the best possible interest rate. I would like to come up with a strategy

as to how you want to approach this as a board. I would recommend that everyone comes to the table with their own projects and then we can discuss them.

Mr. Walters stated it sounds like our categories that the board members are looking at are pretty uniform. I would say it is amenity enhancements and expansions and perhaps some park work through some of the vacant parcels we have. If we can settle into some of those categories with some generalized improvements then we can get language included in both the engineer's report and the indenture that provides some flexibility within those categories. We will send a mailed notice to each resident. There is going to be a public hearing on the assessments, so that is a good time to get some feedback. I think we should keep the July meeting date.

Mr. Arp stated I would like the resident's feedback. Maybe we should share the ideas on Facebook or by email.

Ms. Cranford stated I can do that.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Mr. Navario asked are you going to get with us individually on our ideas?

Mr. Torres responded yes.

Mr. Lewis asked am I able to contact Peter Ma if I have some?

Mr. Torres responded yes.

Mr. Biagetti stated I think we need to have a precursor to the resident's email and posting about how we are going to fund some of these things.

Mr. Torres stated I have a template that I have used in other Districts that introduces what we are doing. I will get with Maria to make sure we include that.

Mr. Lewis asked are the security camera's that we have expandable?

Ms. Cranford responded yes.

Mr. Lewis asked about how far out?

Ms. Cranford responded I am not sure but we can look into it.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting - 7/21/20 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Mr. Torres stated the next regularly scheduled meeting is July 21st at 6:00 p.m.

EIGHTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

FIFTH ORDER OF BUSINESS

***Approved Budget
Fiscal Year 2021***

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

July 21, 2020



Pine Ridge Community Development District

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Pine Ridge Plantation

Community Development District

General Fund

Description	Adopted Budget FY2020	Actual YTD As of 6/30/2020	Projected Next 3 Months	Projected Thru 9/30/20	Approved Budget FY2021
Revenues					
Assessments	\$537,569	\$543,085	\$0	\$543,085	\$538,283
Misc. Income/Facility Rental	\$3,000	\$2,207	\$1,000	\$3,207	\$3,000
Interest Earned	\$1,500	\$8,743	\$1,110	\$9,853	\$5,000
Carry Forward Surplus	\$38,580	\$0	\$0	\$0	\$30,511
Total Revenues	\$580,649	\$554,035	\$2,110	\$556,145	\$576,794
Expenditures					
Administrative					
Supervisors Fees & FICA	\$10,334	\$5,167	\$2,153	\$7,320	\$10,334
Engineering	\$7,000	\$0	\$2,000	\$2,000	\$7,000
Attorney	\$20,000	\$12,187	\$7,813	\$20,000	\$20,000
Annual Audit	\$3,750	\$3,100	\$0	\$3,100	\$3,100
Assessment Roll	\$5,260	\$5,260	\$0	\$5,260	\$5,260
Arbitrage	\$1,200	\$600	\$0	\$600	\$1,200
Trustee	\$6,000	\$0	\$0	\$0	\$6,000
Dissemination	\$5,000	\$3,750	\$1,250	\$5,000	\$5,000
Management Fees	\$44,290	\$33,217	\$11,072	\$44,290	\$44,290
Computer Time	\$1,000	\$750	\$250	\$1,000	\$1,000
Telephone	\$350	\$104	\$50	\$154	\$350
Postage	\$1,000	\$581	\$419	\$1,000	\$1,000
Printing & Binding	\$1,200	\$765	\$435	\$1,200	\$1,200
Insurance	\$7,893	\$7,627	\$0	\$7,627	\$8,390
Legal Advertising	\$1,500	\$1,341	\$1,160	\$2,501	\$2,500
Other Current Charges	\$600	\$360	\$45	\$405	\$600
Website Domain	\$2,400	\$900	\$300	\$1,200	\$1,200
Website Compliance	\$0	\$2,675	\$0	\$2,675	\$0
Office Supplies	\$300	\$60	\$30	\$90	\$300
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Administrative Expenses	\$119,252	\$78,620	\$26,978	\$105,598	\$118,899
Amenity Center					
Insurance	\$9,000	\$8,970	\$0	\$8,970	\$9,911
General Facility Maintenance	\$15,000	\$9,350	\$5,000	\$14,350	\$15,000
Repairs & Replacements	\$15,000	\$8,686	\$4,000	\$12,686	\$15,000
Recreational Passes	\$500	\$0	\$500	\$500	\$500
Postage	\$100	\$0	\$0	\$0	\$100
Printing & Email Marketing	\$125	\$0	\$0	\$0	\$125
Office Supplies	\$700	\$350	\$350	\$700	\$700
Other Current Charges	\$250	\$0	\$0	\$0	\$250
Permit Fees	\$250	\$250	\$0	\$250	\$250
Contingency	\$5,000	\$1,476	\$0	\$1,476	\$5,000
Amenity Management	\$52,451	\$39,338	\$13,113	\$52,451	\$54,549
Facility Assistant	\$24,561	\$2,213	\$6,288	\$8,500	\$18,561
Special Events	\$12,000	\$6,244	\$5,756	\$12,000	\$12,000

Pine Ridge Plantation

Community Development District

General Fund

Description	Adopted Budget FY2020	Actual YTD As of 6/30/2020	Projected Next 3 Months	Projected Thru 9/30/20	Approved Budget FY2021
<u>Utilities</u>					
Water & Sewer	\$3,500	\$2,623	\$900	\$3,523	\$3,700
Electric	\$23,000	\$15,057	\$6,000	\$21,057	\$23,000
Cable/Phone/Internet	\$3,000	\$2,470	\$819	\$3,289	\$3,300
<u>Management Contracts</u>					
Field Management Services	\$20,700	\$15,525	\$5,175	\$20,700	\$21,321
Lifeguards	\$16,500	\$0	\$16,500	\$16,500	\$16,500
Pool Maintenance	\$12,500	\$9,375	\$3,125	\$12,500	\$12,500
Pool Chemicals	\$11,968	\$9,173	\$3,077	\$12,250	\$12,306
Janitorial Service	\$7,740	\$5,160	\$2,580	\$7,740	\$7,740
Janitorial Supplies	\$1,200	\$2,602	\$600	\$3,202	\$3,200
Refuse Service	\$6,100	\$4,986	\$1,701	\$6,687	\$6,816
Security	\$10,000	\$7,777	\$2,223	\$10,000	\$10,000
Gate Monitor	\$0	\$0	\$0	\$0	\$5,700
Amenity Center Expenses	\$251,145	\$151,625	\$77,706	\$229,331	\$258,029
<u>Grounds Maintenance</u>					
Landscape Maintenance	\$100,000	\$69,445	\$35,800	\$105,245	\$100,000
Lake Maintenance	\$9,300	\$6,030	\$3,350	\$9,380	\$9,300
Electric	\$2,500	\$1,176	\$676	\$1,852	\$2,500
Water	\$39,000	\$17,743	\$16,692	\$34,435	\$39,000
Repairs and Maintenance	\$20,000	\$7,706	\$12,294	\$20,000	\$20,000
Contingencies	\$4,451	\$3,823	\$628	\$4,451	\$4,451
Grounds Maintenance Expenses	\$175,251	\$105,924	\$69,440	\$175,363	\$175,251
Capital Reserve	\$35,000	\$35,000	\$0	\$35,000	\$24,614
Total Expenses	\$580,649	\$371,168	\$174,124	\$545,292	\$576,794
EXCESS REVENUES/(EXPENSES)	\$0	\$182,866	(\$172,014)	\$10,853	\$0

	FY2020	FY2021
Units	742	737
Gross Assess per Unit	\$777	\$777
Net Assess per Unit	\$730	\$730
Total Gross Assessment	\$576,534	\$572,642
Less: Discounts & Collections (6%)	(\$34,592)	(\$34,358)
Total Net Assessment **	\$541,942	\$538,283

Pine Ridge Plantation
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

REVENUES:

Maintenance Assessments

The District will levy a Non-Ad Valorem assessment on all the platted lots within the District to pay all of the operating expenses for the Fiscal Year in accordance with the adopted budget.

Misc. Income/Facility Rental Fees

Includes replacement key deposits and income from residents for rental of facilities for personal use.

Interest Earned

Maintenance Assessment income of the District will be invested in accordance with Florida Statutes and the investment guidelines approved by the Board of Supervisors.

EXPENDITURES:

Administrative:

Supervisor Fees/FICA

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon all five supervisors attending the estimated 12 annual meetings. The FICA represents the Employer's share of Social Security and Medicare taxes withheld from Board of Supervisors checks.

Engineering

The District's engineering firm, England, Thims & Miller, Inc., will be providing general engineering services to the District, including attendance and preparation for monthly board meetings, review invoices, etc.

Attorney

The District's legal counsel, Hopping Green & Sams, will be providing general legal services to the District, including attendance and preparation for monthly meetings, preparation and review of agreements, resolutions, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm.

Assessment Roll

The District contracts with Governmental Management Services, LLC for the certifications of the District's annual maintenance and debt service assessments to the County Tax Collector and collection of Direct Assessments.

Pine Ridge Plantation
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Arbitrage

The District is required to have an Arbitrage Rebate Calculation on the District's Series 2006 A/B Capital Improvement Revenue Bonds.

Trustee

The District's Series 2006 A/B Capital Improvement Revenue Bonds are held by a Trustee at U.S. Bank. The amount represents the fee for the administration of the District's bond issue.

Dissemination Agent

The District has contracted with GMS, LLC, to act as the Dissemination Agent for the District to prepare the Annual Disclosure Report required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC.

Computer Time

The District processes all of its financial activities, including accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services, LLC.

Telephone

This item includes the cost of a telephone and fax machine.

Postage

This item includes mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of checks, stationary, envelopes etc.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Preferred Governmental Insurance Trust. PGIT specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in the Florida Times Union.

Pine Ridge Plantation
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year. Also includes service fee to provide revised amortization schedule by Disclosure Services.

Website Domain

Per Chapter 2014-22, Laws of Florida, all Districts must have a website by October 1, 2015 to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS, LLC and updated monthly.

Office Supplies

This item includes the cost of miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

Amenity Center

Insurance

The District's Property Insurance policy will be with Preferred Governmental Insurance Trust. PGIT specializes in providing insurance coverage to governmental agencies.

General Facility Maintenance

Cost of routine repairs and maintenance of the District's common areas and Amenity Center.

Repairs and Replacements

Represents any funds that will be used to make repairs and replacements to facility or equipment in the District Amenity Center

Recreation Passes

Represents the estimated cost for access cards to the District's Amenity Center.

Postage

This item includes mailing of newsletter to residents.

Printing & Email Marketing

Includes costs of publishing newsletter and other mailings/emails associated with the amenity center.

**Pine Ridge Plantation
Community Development District**
GENERAL FUND BUDGET
Fiscal Year 2021

Office Supplies

This item includes the cost of office supplies needed for the operation of the amenity center.

Other Current Charges

Any unanticipated costs to the amenity center

Permit Fees

Represents Permit Fees paid to the Department of Health for the swimming pool.

Contingency

This item includes a contingency for any unanticipated and unscheduled cost to the District.

Amenity Management

Services provided by Riverside Management Services, Inc. to provide management services of amenity center.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Riverside Management Services	\$4,546	\$54,549

Facility Assistant

Services provided by Riverside Management Services, Inc. to provide part time staffing of amenity center.

Special Events

This item represents the estimated cost for the District to host any special events for the community throughout the Fiscal Year.

Utilities:

Water

District currently has one account with CCUA for water at the Amenity Center. Budget includes growth for additional use and new accounts.

Account #	Service Address	Monthly	Annual
257235	4200 Pine Ridge Pkwy Amenity	\$298	\$3,576
	Contingency	\$10	\$124
		\$308	\$3,700

Electric

District currently has one account with Clay Electric for electric at the Amenity Center. Budget includes growth for additional use and new accounts.

Pine Ridge Plantation
Community Development District
 GENERAL FUND BUDGET
 Fiscal Year 2021

Account #	Service Address	Monthly	Annual
7808611	4200 Pine Ridge/Amenity	\$1,667	\$20,000
	Contingency		\$3,000
			\$23,000

Cable/Phone/Internet

Cost of cable, telephone and internet service provided by Comcast for the Amenity Center.

Management Contracts

Field Management Services

The District has contracted with Riverside Management Services, Inc. for the supervision and on-site management of Pine Ridge Plantation.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Riverside Management Services	\$1,777	\$21,321

Lifeguards

The District has contracted with Riverside Management Services, Inc. to provide lifeguard services during pool operation season.

Pool Maintenance

The District has contracted with Riverside Management Services, Inc. to provide pool cleaning and maintenance services. Monthly service is for two cleanings, plus the cost of chemicals. During summer months, cleanings may be increased to three times a week.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Riverside Management Services	\$1,042	\$12,500

Pool Chemicals

Poolsure will provide the necessary chemicals for the Amenity Center pool.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Poolsure	\$1,026	\$12,306

Janitorial Service

The District has contracted with Riverside Management Services to provide janitorial services for the Amenity Center.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Riverside Management Services	\$645	\$7,740

Janitorial Supplies

All supplies needed for janitorial services.

Refuse Service

This item includes the cost of garbage disposal for the District contracted with Advanced Disposal.

Pine Ridge Plantation
Community Development District
 GENERAL FUND BUDGET
 Fiscal Year 2021

Security/Monitoring

The District employs off-duty officers through the Clay County Sheriff's Office to provide security services for the District. Also contracted with SafeTouch for security monitoring alarm system and Pye-Barker Fire and Safety for fire alarm monitoring. Web Watch Dogs provides extended warranty on surveillance equipment.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Clay County Sheriffs Officers	\$515	\$6,180
Safetouch	\$84	\$1,007
Web Watch Dog	\$38	\$450
Pye-Barker Fire and Safety	\$95	\$1,140
Contingency	\$102	\$1,223
	<hr/>	<hr/>
	\$833	\$10,000

Gate Monitor

Services provided by Riverside Management Services, Inc. to check people in and out at the pool gate.

Grounds Maintenance:

Landscape Maintenance

The District has contracted with Down to Earth to provide landscaping services to all the common areas within the District. The current contract is \$7,160.00 per month.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Down to Earth	\$7,160	\$85,920
Contingency	\$1,173	\$14,080
	<hr/>	<hr/>
	\$8,333	\$100,000

Lake Maintenance

The District has contracted with The Lake Doctors to perform monthly service to include inspections and treats as necessary for the control and prevention of aquatic weeds and algae.

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
The Lake Doctors	\$670	\$8,040
Contingency	\$105	\$1,260
	<hr/>	<hr/>
	\$775	\$9,300

Electric

The District currently has the following accounts with Clay Electric.

<u>Account #</u>	<u>Service Address</u>	<u>Monthly Average</u>	<u>Annual Average</u>
8824799	4201-1 Pine Ridge Pkwy #1 Irrig Clock	\$33	\$396
8824808	1217-1 Camp Ridge Land	\$32	\$387
7371685	4392-1 Pine Ridge Park - Irrigation	\$55	\$298
8824805	1452-2 Tynes Blvd - Entrance	\$55	\$659
8837872	1484 Tynes Blvd #2 Irrig Clock/Sign	\$50	\$595
	Contingency		\$165
			<hr/>
			\$2,500

**Pine Ridge Plantation
Community Development District**
GENERAL FUND BUDGET
Fiscal Year 2021

Water

The District currently has the following accounts with CCUA. Budget includes growth for additional use and new accounts.

Account #	Service Address	Monthly Average	Annual Average
246892	1376-1 Tynes Blvd Reclaimed	\$124	\$1,484
246893	1475-1 Tyne Blvd Reclaimed	\$804	\$9,642
248250	4228-1 Pine Ridge Pkwy Reclaimed	\$421	\$5,056
248496	4354-1 Foggy Day Dr Reclaimed Irrigation	\$191	\$2,295
248497	4421-1 Pine Ridge Pkwy Reclaimed	\$181	\$2,172
248498	4688-1 Pine Lake Dr Reclaimed	\$35	\$420
248499	4201-2 Pine Ridge Pkwy Irrigation	\$44	\$527
257236	4200-1 Pine Ridge Pkwy Irrigation	\$157	\$1,885
260144	4200 Pine Ridge Pkwy Reclaimed	\$207	\$2,479
	Contingency		\$13,040
			\$39,000

Repair & Maintenance

Regular maintenance and replacement.

Contingencies

This item includes a contingency for any unanticipated and unscheduled cost to the District.

Capital Reserve

The District has established a Capital Reserve to fund renewal and replacement of the District's capital related facilities and equipment.

Pine Ridge Plantation

Community Development District

Debt Service Fund

Series 2006A

Description	Adopted Budget FY2020	Actual YTD As of 6/30/2020	Projected Next 3 Months	Projected Thru 9/30/20	Approved Budget FY2021
Revenues					
Assessments - Tax Roll	\$935,455	\$945,004	\$0	\$945,004	\$933,481
Interest Income	\$3,000	\$13,297	\$27	\$13,324	\$3,000
Fund Balance	\$466,287	\$487,921	\$0	\$487,921	\$459,194
Total Revenues	\$1,404,741	\$1,446,221	\$27	\$1,446,248	\$1,395,676
Expenditures					
Interest 11/1	\$287,820	\$287,820	\$0	\$287,820	\$277,155
Special Call - 11/1	\$0	\$35,000	\$0	\$35,000	\$0
Principal 5/1	\$360,000	\$360,000	\$0	\$360,000	\$380,000
Interest 5/1	\$287,820	\$286,875	\$0	\$286,875	\$277,155
Total Expenses	\$935,640	\$969,695	\$0	\$969,695	\$934,310
Other Bond Service Costs	\$0	(\$17,359)	\$0	(\$17,359)	\$0
EXCESS REVENUES / (EXPENDITURES)	\$469,101	\$459,167	\$27	\$459,194	\$461,366

Interest Expense - 11/1/21 \$266,895

Total Gross Assessment	\$993,065
Less: Discounts & Collections (6%)	(\$59,584)
Total Net Assessment	\$933,481

Pine Ridge Plantation

Community Development District

Amortization Schedule

Series 2006A, Capital Improvement Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 10,265,000	5.40%	\$ -	\$ 277,155.00	\$ 924,030.00
05/01/21	\$ 10,265,000	5.40%	\$ 380,000.00	\$ 277,155.00	
11/01/21	\$ 9,885,000	5.40%	\$ -	\$ 266,895.00	\$ 924,050.00
05/01/22	\$ 9,885,000	5.40%	\$ 400,000.00	\$ 266,895.00	
11/01/22	\$ 9,485,000	5.40%	\$ -	\$ 256,095.00	\$ 922,990.00
05/01/23	\$ 9,485,000	5.40%	\$ 420,000.00	\$ 256,095.00	
11/01/23	\$ 9,065,000	5.40%	\$ -	\$ 244,755.00	\$ 920,850.00
05/01/24	\$ 9,065,000	5.40%	\$ 445,000.00	\$ 244,755.00	
11/01/24	\$ 8,620,000	5.40%	\$ -	\$ 232,740.00	\$ 922,495.00
05/01/25	\$ 8,620,000	5.40%	\$ 470,000.00	\$ 232,740.00	
11/01/25	\$ 8,150,000	5.40%	\$ -	\$ 220,050.00	\$ 922,790.00
05/01/26	\$ 8,150,000	5.40%	\$ 495,000.00	\$ 220,050.00	
11/01/26	\$ 7,655,000	5.40%	\$ -	\$ 206,685.00	\$ 921,735.00
05/01/27	\$ 7,655,000	5.40%	\$ 525,000.00	\$ 206,685.00	
11/01/27	\$ 7,130,000	5.40%	\$ -	\$ 192,510.00	\$ 924,195.00
05/01/28	\$ 7,130,000	5.40%	\$ 550,000.00	\$ 192,510.00	
11/01/28	\$ 6,580,000	5.40%	\$ -	\$ 177,660.00	\$ 920,170.00
05/01/29	\$ 6,580,000	5.40%	\$ 585,000.00	\$ 177,660.00	
11/01/29	\$ 5,995,000	5.40%	\$ -	\$ 161,865.00	\$ 924,525.00
05/01/30	\$ 5,995,000	5.40%	\$ 615,000.00	\$ 161,865.00	
11/01/30	\$ 5,380,000	5.40%	\$ -	\$ 145,260.00	\$ 922,125.00
05/01/31	\$ 5,380,000	5.40%	\$ 650,000.00	\$ 145,260.00	
11/01/31	\$ 4,730,000	5.40%	\$ -	\$ 127,710.00	\$ 922,970.00
05/01/32	\$ 4,730,000	5.40%	\$ 685,000.00	\$ 127,710.00	
11/01/32	\$ 4,045,000	5.40%	\$ -	\$ 109,215.00	\$ 921,925.00
05/01/33	\$ 4,045,000	5.40%	\$ 725,000.00	\$ 109,215.00	
11/01/33	\$ 3,320,000	5.40%	\$ -	\$ 89,640.00	\$ 923,855.00
05/01/34	\$ 3,320,000	5.40%	\$ 765,000.00	\$ 89,640.00	
11/01/34	\$ 2,555,000	5.40%	\$ -	\$ 68,985.00	\$ 923,625.00
05/01/35	\$ 2,555,000	5.40%	\$ 805,000.00	\$ 68,985.00	
11/01/35	\$ 1,750,000	5.40%	\$ -	\$ 47,250.00	\$ 921,235.00
05/01/36	\$ 1,750,000	5.40%	\$ 850,000.00	\$ 47,250.00	
11/01/36	\$ 900,000	5.40%	\$ -	\$ 24,300.00	\$ 921,550.00
05/01/37	\$ 900,000	5.40%	\$ 900,000.00	\$ 24,300.00	\$ 924,300.00
Total			\$ 10,265,000.00	\$ 5,697,540.00	\$ 16,609,415.00

Pine Ridge Plantation

Community Development District

Capital Reserve

Description	Adopted Budget FY2020	Actual YTD As of 6/30/2020	Projected Next 3 Months	Projected Thru 9/30/20	Approved Budget FY2021
Revenues					
Capital Reserve - Transfer In	\$35,000	\$35,000	\$0	\$35,000	\$23,900
Interest	\$0	\$93	\$0	\$93	\$0
Carry Forward Surplus	\$316,589	\$316,589	\$0	\$316,589	\$334,863
Total Revenues	\$351,589	\$351,682	\$0	\$351,682	\$358,763
Expenditures					
Capital Outlay	\$20,000	\$10,345	\$5,000	\$15,345	\$20,000
Culture/Recreation	\$0	\$1,475	\$0	\$1,475	\$20,001
Total Expenses	\$20,000	\$11,820	\$5,000	\$16,820	\$40,001
EXCESS REVENUES / (EXPENDITURES)	\$331,589	\$339,863	-\$5,000	\$334,863	\$318,762

A.

RESOLUTION 2020-06

THE ANNUAL APPROPRIATION RESOLUTION OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2020, submitted to the Board of Supervisors (“**Board**”) of the Pine Ridge Plantation Community Development District (“**District**”) proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Pine Ridge Plantation Community Development District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$_____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND (SERIES 2006A)	\$_____
CAPITAL RESERVE	\$_____
TOTAL ALL FUNDS	\$_____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not

increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.

- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21ST DAY OF JULY, 2020.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

B.

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Pine Ridge Plantation Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Clay County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2020/2021; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Pine Ridge Plantation Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED this 21st day of July, 2020.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll

SIXTH ORDER OF BUSINESS

**AGREEMENT BETWEEN PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT AND RIVERSIDE MANAGEMENT SERVICES, INC FOR
FACILITY MANAGEMENT, FIELD OPERATIONS, POOL
MAINTENANCE, LIFEGUARD, GATE MONITOR AND JANITORIAL SERVICES**

This Agreement is made and entered into this ____ day of _____, 2020 by and between:

Pine Ridge Plantation Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in Clay County, Florida (hereinafter “District”), and

Riverside Management Services, Inc., a Florida corporation, having offices at 9655 Florida Mining Blvd., Suite 305, Jacksonville, Florida 32257 (hereinafter “Manager”).

RECITALS

WHEREAS, the District is desirous of maintaining a high level of competent and economically feasible services for facility manager, field operations, pool maintenance, lifeguard and janitorial services (the “Services”); and

WHEREAS, the District seeks to have the Services provided by Manager; and

WHEREAS, Manager has a background in providing the desired Services and is willing to provide such Services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into a contractual relationship with Manager by entering into this Agreement with Manager to provide Services as described in this Agreement.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the District and Manager agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.

2. SCOPE OF SERVICES. Manager agrees to provide the Services as set forth in the Scope of Services set forth in **Exhibit A**, which is attached hereto, and made a part hereof, by this reference. To the extent that any provision of **Exhibit A** conflicts with any provision contained herein, the express terms of this Agreement shall control.

3. COMPENSATION. Manager shall be compensated for providing the Services contemplated by this Agreement as follows:

Facility Manager:	\$54,549 per year
Facility Assistant Manager:	\$18,861 per year
Field Operations Manager:	\$21,321 per year
Pool Maintenance:	\$12,500 per year

Janitorial Service:	\$7,740 per year
Lifeguard Services:	\$16,500 per year
Gate Monitor	\$5,700 per year

Manager shall provide the District with a detailed monthly invoice showing the amounts due and, for work performed on an hourly basis, the number of hours worked. Manager shall keep detailed time records of all personnel and time sheets for all personnel shall be submitted to the District each month. Invoices shall be paid by the District within 60 days of receipt.

4. TERM. This Agreement shall become effective on the date first written above and shall remain in effect for a period of twelve (12) months. This Agreement may be renewed for successive twelve (12) month periods and upon terms mutually agreeable to both Parties, unless otherwise terminated pursuant to the terms of this Agreement.

5. PURCHASES. Any repair, replacement, or other purchase or expense incurred by Manager in excess of five hundred dollars (\$500.00) on behalf of the District must be approved in advance by the District Board of Supervisors (the "Board"). Emergency repairs involving manifest danger to persons or property, or immediately necessary for the preservation or safety of the property, may be made by the Manager without prior District authorization. Notwithstanding this authority as to emergency repairs, it is understood that Manager will, if at all possible, confer immediately with the District representative regarding such emergency expenditures, but in any event as soon as possible after such work begins.

6. GENERAL PROVISIONS. The following general provisions shall apply to all services provided for under this Agreement:

- a. Notwithstanding anything else in this Agreement, Manager shall be accountable at all times to the Board for all services provided under this Agreement.
- b. Manager shall employ adequate personnel to discharge its obligations under this Agreement. Manager shall be the employer of such personnel; shall be responsible for all record keeping, salaries, fringe benefits, insurance and other employment-related costs; and shall supervise all such personnel in such manner as Manager deems necessary.
- c. Manager hereby agrees to cooperate with the District Manager and his or her staff with respect to all business with the District.

7. TERMINATION. Manager may terminate this Agreement only with cause and by giving the District sixty (60) days written notice specifically alleging the manner in which the District failed to perform its obligations in accordance with the terms of this Agreement. The District may terminate this Agreement, in whole or in part, for cause without any prior notice to Manager. If the District terminates this Agreement for cause, Manager shall immediately, upon notice of termination, remove its personnel and property. The District may terminate this Agreement, in whole or in part, for any reason by providing thirty (30) days written notice to Manager. Upon any termination of this Agreement, Manager shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against Manager.

8. INSURANCE.

A. Manager shall maintain throughout the term of this Agreement the following insurance:

- (i) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- (ii) Commercial General Liability Insurance with limits of \$1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and \$1,000,000 (one million dollars) for loss or damage to property in any one occurrence.
- (iii) Employers Liability Insurance with limits of \$250,000.

B. The Pine Ridge Plantation Community Development District and its staff, consultants, and supervisors shall be listed as additional insureds on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days written notice to the District. Manager shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement.

9. INDEMNIFICATION.

A. Manager agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Manager, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Manager to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Manager as jointly liable parties; however, Manager shall indemnify the District for any and all percentage of fault attributable to Manager for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Manager further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

10. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in

equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

11. ENFORCEMENT OF AGREEMENT. In the event that either the District or Manager is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

12. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the District and Manager relating to the subject matter of this Agreement.

13. INDEPENDENT CONTRACTOR. Manager and District agree that Manager is and shall remain at all times an independent contractor and shall not in any way claim or be considered an agent or employee of the District. Manager shall be responsible for the payment of all compensation, taxes, and employee benefits and other charges payable with respect to individuals retained to the services contemplated by this Agreement, including, but not limited to, all applicable federal income tax withholding, FICA, FUTA tax, unemployment compensation, and any other taxes or charges imposed by law with respect to such individuals.

14. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and Manager.

15. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the District and Manager, both the District and Manager have complied with all the requirements of law, and both the District and Manager have full power and authority to comply with the terms and provisions of this Agreement.

16. NOTICES. All notices, requests, consents, and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the parties, as follows:

A. If to Manager: Riverside Management Services, Inc.
9655 Florida Mining Boulevard West
Building 300, Suite 305
Jacksonville, FL Florida 32257
Attn: Rich Whetsel

B. If to District: Pine Ridge Plantation Community
Development District
475 West Town Place, Suite 114.
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Hopping Green & Sams P.A.

119 South Monroe Street
Suite 300
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Manager may deliver Notice on behalf of the District and Manager. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth herein.

17. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the District and Manager and no right or cause of action shall accrue upon or by reason to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the District and Manager any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Manager and their respective representatives, successors, and assigns.

18. ASSIGNMENT. Neither the District nor Manager may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any assignments attempted to be made by Manager without the prior written approval of the District are void.

19. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The parties agree that venue shall be in Clay County, Florida.

20. EFFECTIVE DATE. This Agreement shall become effective on the date first written above and shall remain in effect for a period of twenty four (24) months; the Agreement may be renewed annually subject to terms agreeable to both parties.

21. PUBLIC RECORDS. Manager understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records and shall be treated as such in accordance with Florida law.

22. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

23. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

24. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

25. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement and received the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

26. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement, including, but not limited to, the indemnification provisions set forth in Section 7 above, shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, Florida Statutes, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

{SIGNATURE PAGE FOLLOWS}

IN WITNESS WHEREOF, the parties execute this Agreement on the day and year shown below.

Attest:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice-Chairperson, Board of
Supervisors

Print Name: _____

Date: _____

**RIVERSIDE MANAGEMENT SERVICES,
INC.**

Witness

By: _____

Print: _____

Its: _____

Print Name of Witness

Date: _____

Exhibit A: Scope of Services

Exhibit A - Scope of Services

RIVERSIDE MANAGEMENT SERVICES, INC.

9655 Florida Mining Boulevard West – Building 300 – Suite 305 – Jacksonville, Florida - 32257

June 12, 2020

Ernesto Torres
Pine Ridge Plantation Community Development District
475 West Town Place, Suite 114
World Golf Village
St. Augustine, Florida 32092

Re: Amenity Management, Facility Assistant, Field Management, Lifeguard's,
Gate Monitor's, Pool Maintenance and Janitorial Services

Dear Jim:

Please consider this proposal for Riverside Management Services, Inc. to continue providing the following services for the Pine Ridge Plantation Community Development District:

<u>Services</u>	<u>FY 2020 Budget</u>	<u>FY 2020 Actual Fee</u>	<u>FY 2021 Proposed Fee</u>
Amenity Manager	\$52,451	\$52,451	\$54,549
Facility Assistant	\$24,561	\$24,561	\$18,861
Field Management	\$20,700	\$20,000	\$21,321
Lifeguard Service	\$16,500	\$16,500	\$16,500
Pool Maintenance	\$12,500	\$12,500	\$12,500
Janitorial Service	\$7,740	\$7,740	\$7,740
Gate Monitor			\$5,700

The proposed fees remain static for the Facility Assistant, Pool Maintenance, Lifeguard's, Gate Monitor's and Janitorial Services, but are asking for a cost of living increase for the Amenity Manager and Field Operations Manager. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Rich Whetsel
President

SEVENTH ORDER OF BUSINESS

ACKNOWLEDGEMENT AND RELEASE

This Acknowledgement and Release (this “**Release**”) is made and entered into as of the ____ day of _____ 2020 (the “**Execution Date**”), by and between:

Pine Ridge Plantation Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Clay County, Florida (the “**District**”); and

Sandhill Development Company, LLC, a Florida limited liability company, the primary developer of lands within the boundaries of the District (the “**Developer**”).

RECITALS

WHEREAS, the District was established by an ordinance adopted by the Clay County, Florida, as amended, for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including a storm water management system, roads, water and sewer improvements and other infrastructure; and

WHEREAS, in connection with the issuance of the Series 2006A Bonds, the District entered into an agreement entitled “Agreement Between the Pine Ridge Plantation Community Development District and the Ryland Group, Inc. Regarding the Completion of Certain Improvements, Deferred Costs and the Conveyance of Real Property” and dated September 22, 2006 (“**Completion Agreement**”), setting forth obligations between the parties regarding the District’s and the Ryland Group, Inc.’s rights and obligations regarding the funding and construction of certain public infrastructure components within the District; and

WHEREAS, the Completion Agreement, among other agreements, was assigned to Developer on December 30, 2011, pursuant to that certain “Assignment and Assumption Agreement as to Pine Ridge Plantation Community Development District Matters”; and

WHEREAS, the Completion Agreement provided for the recovery of “Deferred Costs” (as defined in the Completion Agreement) upon the satisfaction and performance of certain obligations by Developer; and

WHEREAS, the Master Trust Indenture dated September 1, 2006 and the First Supplemental Trust Indenture dated September 1, 2006 and entered into between the District and U.S. Bank National Association, as successor Trustee, in connection with the issuance of the Series 2006A Bonds (together, “**Trust Indenture**”), provide for the recovery of “Deferred Costs,” as defined under the Trust Indenture; and

WHEREAS, the District is in the process of refunding the Series 2006A Bonds (the “**Refunding**”) and desires to obtain an acknowledgement and release from the Developer as to the amount of Deferred Costs due and as to any further claims for payment under the Completion Agreement or for Deferred Costs, and the Developer desires to provide such a release; and

WHEREAS, there is a present uncertainty regarding the Developer’s entitlement to the recovery of Deferred Costs and the District’s obligation to pay Deferred Costs that both parties wish to formally and finally resolve by this Release.

NOW THEREFORE, for and in consideration of mutual promises and obligations, and an additional sum of Ten Dollars and 00/100 (\$10.00), the receipt and sufficiency of which are hereby acknowledged, the District and the Developer agree as follows:

SECTION 1. GENERAL. The recitals so stated above are true and correct and by this reference are incorporated as a material part of this Release.

SECTION 2. DEFERRED COSTS. The Developer and District hereby acknowledge and agree that, provided the Deferred Costs due to Developer are paid to Developer on or before the Refunding Deadline, the total amount of Deferred Costs due to the Developer pursuant to the Completion Agreement (the “**Developer Share**”) shall be equal to fifty percent (50%) of the greater of (a) the amounts in the Debt Service Reserve Account (as defined in the Trust Indenture) on the date of this Release,¹ and (b) the amounts in the Debt Service Reserve Account on the date of the closing of the Refunding. Upon certification of the amounts in the Debt Service Reserve Account by the District to the Trustee as provided in the Trust Indenture and at the closing of the Refunding and payment of the Developer Share to Developer on or before the Refunding Deadline, Developer, for itself and on behalf of any related entity or assigns, releases any and all claims it has or may have in the future to Deferred Costs pursuant to the Completion Agreement, in excess of the Developer Share. Both parties agree and acknowledge that the certification and payment of Deferred Costs pursuant to the Completion Agreement contemplated herein shall occur at the closing of the Refunding. If, for whatever reason, the District does not successfully complete the Refunding by the date that is six (6) months following the Execution Date hereof (the “**Refunding Deadline**”), then both the District and the Developer shall be fully released from any and all obligations, releases and/or certifications contained herein, and the Developer Share shall be equal to the full amount of Deferred Costs due to the Developer pursuant to the Completion Agreement.

SECTION 3. RELEASES.

- a. The Developer hereby acknowledges receipt of all payments due and owing under the Completion Agreement, or any other agreement between the District and Developer for work product, infrastructure, or land conveyance, or any other completion obligations, with the exception of Deferred Costs due to Developer pursuant to the Completion Agreement; certifies that there are no outstanding requests for payment and that there is no disagreement as to the appropriateness of any such payments; and further waives and releases any claim, entitlement, or right to any additional payments under the Completion Agreement, the Trust Indenture or any other agreement in excess of the Developer Share, only so long as Developer is paid the Developer Share on or before the Refunding Deadline.
- b. The District hereby acknowledges Developer’s fulfillment of any and all obligations under the Completion Agreement and, upon execution of this Release, waives and releases Developer and LOBLOLLY PARTNERS LLC, a Florida limited liability company (“**Loblolly**”), from any claim, entitlement or right of the District under the Completion Agreement, the Trust Indenture or any other agreement.

SECTION 4. COUNTERPARTS. This instrument may be executed in any number of counterparts, each of which, when executed and delivered, shall constitute an original, and such counterparts together shall constitute one and the same instrument. Signature and acknowledgment pages, if any, may be detached from the counterparts and attached to a single copy of this document to physically form one document.

¹ As of the date of this Release, the balance in the Debt Service Reserve Account is \$692,554.88.

SECTION 5. EFFECTIVENESS. The releases contained in Section 3 above shall take effect upon payment to Developer of the Developer Share, provided such payment is made on or before the Refunding Deadline.

{Signature pages follow}

IN WITNESS WHEREOF, the parties hereto have executed this Acknowledgement and Release as of the date first set forth above.

ATTEST:

DISTRICT:

**PINE RIDGE PLANATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

By: _____
Its: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was executed and acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of June, 2020, by _____ as the _____ of Pine Ridge Planation Community Development District, who is personally known to me or who has produced _____ as identification.

Notary Public, State of Florida
Print Name: _____
Commission No.: _____
My Commission Expires: _____

ATTEST

DEVELOPER:

**SANDHILL DEVELOPMENT COMPANY,
LLC**

[print name]

By: _____
[print name]

Its: _____
[print title]

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was executed and acknowledged before me by means of ☐ physical presence or ☐ online notarization this ____ day of June, 2020, by _____ as the _____ of Sandhill Development Company, LLC, who is personally known to me or who has produced _____ as identification.

Notary Public, State of Florida
Print Name: _____
Commission No.: _____
My Commission Expires: _____

EIGHTH ORDER OF BUSINESS

Crown Pools Inc

3002 Phillips Highway
Jacksonville, FL
904-858-4300
904-858-4330

Quote

6/5/2020
Quote # 10545
Entered by - JOHN W
Valid through -

Bill To:
PINE RIDGE PLANTATION AMENITY CENTER
475 WEST TOWN PLACE, SUITE 114
SAINT AUGUSTINE, FL 32092
ERNESTO TORRES
904-940-5850 EXT 403

Ship To:
PINE RIDGE PLANTATION AMENITY CENTER
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068
ETORRES@GMSNF.COM

Item	Description	QTY	Proposed Price
MONTHLY POOL CLEANING SERVICE	SERVICE OF: (1) POOL ~ 103000g (3) VISITS PER WEEK: M-W-F PRICE INCLUDES: LABOR & ALL STANDARD CHEMICALS {liquid chlorine/granular shock – acid – sod bicarb – d.e. filter media – stabilizer – chlorine tabs} NEEDED TO PROPERLY MAINTAIN POOL EXTRA CHARGE FOR SPECIAL CHEMICALS: {salt – phosphate remover – yellow treat – mirablue clarifier – scale free – stain free – metal free – pool perfect – supershock – tri-90 – after-shock} SERVICE INCLUDES: COMPLETE CLEANING OF POOL BRUSHING OF TILE, WALLS, FLOOR, SKIM & DEEP NETTING VACUUM WHEN NEEDED, ETC. SERVICE OF POOL FILTRATION SYSTEM EQUIPMENT CHECK: GASKETS, O-RINGS, ETC. WE HAVE A DEDICATED SERVICE DEPARTMENT TO MAKE ANY TYPE OF POOL REPAIR REQUIRED CHECK WATER FOR PROPER CHEMICAL READING AND BALANCE AS NEEDED TO MEET HEALTH CODES FILL OUT HEALTH DEPT RECORD LOG & KEEP ON-SITE ANY EXTRA NON-SCHEDULED VISIT: THE CHARGE WILL BE \$175 PER TRIP (CHEMICALS NOT INCLUDED)		\$1,450.00

Item	Description	QTY	Proposed Price
Group Subtotal			\$1,450.00
Subtotal			\$1,450.00
Tax			\$0.00
Total			\$1,450.00

Notes

Quote Accepted By: _____

Print/Sign

Date: _____

Crown Pools Inc

3002 Phillips Highway
Jacksonville, FL
904-858-4300
904-858-4330

Quote

6/5/2020
Quote # 10546
Entered by - JOHN W
Valid through -

Bill To:
PINE RIDGE PLANTATION AMENITY CENTER
475 WEST TOWN PLACE, SUITE 114
SAINT AUGUSTINE, FL 32092
ERNESTO TORRES
904-940-5850 EXT 403

Ship To:
PINE RIDGE PLANTATION AMENITY CENTER
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068
ETORRES@GMSNF.COM

Item	Description	QTY	Proposed Price
MONTHLY POOL CLEANING SERVICE	SERVICE OF: (1) POOL ~ 103000g (5) VISITS PER WEEK: M-F PRICE INCLUDES: LABOR & ALL STANDARD CHEMICALS {liquid chlorine/granular shock – acid – sod bicarb – d.e. filter media – stabilizer – chlorine tabs} NEEDED TO PROPERLY MAINTAIN POOL EXTRA CHARGE FOR SPECIAL CHEMICALS: {salt – phosphate remover – yellow treat – mirablue clarifier – scale free – stain free – metal free – pool perfect – supershock – tri-90 – after-shock} SERVICE INCLUDES: COMPLETE CLEANING OF POOL BRUSHING OF TILE, WALLS, FLOOR, SKIM & DEEP NETTING VACUUM WHEN NEEDED, ETC. SERVICE OF POOL FILTRATION SYSTEM EQUIPMENT CHECK: GASKETS, O-RINGS, ETC. WE HAVE A DEDICATED SERVICE DEPARTMENT TO MAKE ANY TYPE OF POOL REPAIR REQUIRED CHECK WATER FOR PROPER CHEMICAL READING AND BALANCE AS NEEDED TO MEET HEALTH CODES FILL OUT HEALTH DEPT RECORD LOG & KEEP ON-SITE ANY EXTRA NON-SCHEDULED VISIT: THE CHARGE WILL BE \$175 PER TRIP (CHEMICALS NOT INCLUDED)		\$2,400.00

Item	Description	QTY	Proposed Price
		Group Subtotal	\$2,400.00
		Subtotal	\$2,400.00
		Tax	\$0.00
		Total	\$2,400.00

Notes

Quote Accepted By: _____

Print/Sign

Date: _____

NINTH ORDER OF BUSINESS

Results from Pine Ridge Plantation community poll taken from June 16th to July 10th

Following options were provided:

- Additional pool = 189 votes
- Tennis, pickle ball and basketball courts = 138 votes
- Splash pad = 111 votes
- Pocket park enhancements to include fitness circuit = 37 votes
- Additional shade structures on the pool deck = 22 votes

Following options were added by residents

- Shade covering for the playground = 56 votes
- Lower CDD fees = 54 votes
- Additional park or playground = 46 votes
- Dog park = 43 votes
- Upgrade to the fitness center = 28 votes
- Lighting for Wetland Ridge entrance = 24 votes
- Covered benches for kid's bus stops = 17 votes
- Volleyball court instead of basketball = 9 votes
- Club/bar for residents 25 & up = 5 votes
- Baseball field = 5 votes
- Boat/RV storage = 2 votes

Please see next page for additional comments provided by residents

Resident comments

Joe Muller – An Olympic pool would be nice for neighborhood swim meets and/or morning laps for adults

Kayla Van Boven – An updated all abilities park for the kids with shade & splash pad would be awesome

Lindsey Wolff-Pernal – A second larger playground or expand the current one. Also, a game room with billiard table, ping pong, arcade games, etc. for all ages

Chris Chaney – Pool bar. A bar like Eagle Landing. Its fun being there with friends. I know not that easy, but maybe it could bring extra money in for mor upgrades

Cheri Thompson – Upgrade to the playground including shade would be great. Volleyball and tennis courts and a splash pad all get my vote. And a playground on the Wetland Ridge side.

Ashley Jervey – Would love to add a mini park or mini pool to the Wetland Ridge side. It's frustrating to have to walk across a main road for play area

Cheryl Thompson - a playground on our side would be wonderful

Lindsey Wolff-Pernal – yes, we would love that

Rungie Hill – I would love not to have to leave out to play a game of tennis or to shoot basketball. With Covid-19 another pool is a bit worrisome

Owen Smallwood – Basketball courts please

Virginia Acevedo – As a new resident I know both a second pool and a splash pad would be amazing. I absolutely love our pool so an enhancement is great

Chris Hadrava – New resident here. I was thinking about this the other day as I drive through the new communities being built down Tynes and see them regularly. A dog park, tennis/basketball court, volleyball ball area and a splash pad would be great additions. I think upgrading the shade at current park is a mush, there simply isn't any on the playground and only one bench in the shade

Cheryl Thompson – Agree on the playground. That's the top of my list. I've never had issues with overcrowding at the pool

Alisha Summersill – Another pool, dog park, upgraded fitness center or another one. Lower CDD fees if nothing is being added. It's been 11 years of no additions that's long overdue.

Resident comments continued

Nada Sepic – Definitely another pool, like idea of pickle ball and fresh idea always welcomed

Mike Kings – Would like to see some new amenities spread out more; it's a mile or more from the pool/clubhouse to the newer homes being built and it would be nice to have closer/more walkable options back here as the neighborhood expands/revenues rise

Joshua Godby – Adult pool with a swim up bar

Vickie Taylor – I'm a little confused... why aren't there more votes for lower CDD fees? That's more money in your pocket in the long run

Amanda Rae Champion – Vickie, for me, I moved into a neighborhood with CDD fees because I wanted amenities, improvements, etc. I'm more than fine paying them (if I wasn't, I wouldn't have bought here) but would like to see that money go to good use. My babies are still young but I hope to be here as they grow and having more items put in where they can enjoy the community instead of running around causing problems is a huge plus for me

Mike Kings – 51 people voted for them. But basically, everyone already budgeted for the status quo when buying their houses and many would much rather see their community improved with expanded amenities while paying the same, especially those among the (eventual) 150 rooftops being built in the back who significantly increase revenue but are over a mile from the clubhouse. Also, more amenities raise property values... which is more money in your pocket in the long term if this isn't your forever home

Virginia Acevedo – Vickie, for me, I have to agree with Amanda because we moved in knowing that for the fees we pay then we will get amenities that are comparable. We get the convenience of a pool, play park, food trucks on a

almost daily basis, a gym and other things that are worth the fees and are one of the chief reasons we wanted to move into this neighborhood. Our fees are actually considerably less than other neighborhoods with less amenities

TENTH ORDER OF BUSINESS

A.

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
SUPPLEMENTAL ENGINEERS REPORT
FOR
2020 REFUNDING BONDS IMPROVEMENTS**

Prepared for

**Board of Supervisors
Pine Ridge Plantation
Community Development District**

Prepared by



England, Thims & Miller, Inc.
14775 Old St. Augustine Road
Jacksonville, Florida 32258
904-642-8990

EXECUTIVE SUMMARY

The Pine Ridge Plantation Community Development District (The Pine Ridge Plantation CDD or the “District”) is an 736± acre community development district located in Northern Clay County, Florida, west of SR 23 and north of Old Jennings Road (see **Plate 1** for the general location map). The authorized land uses within the District allow for residential development as well as open space and recreational amenities.

See **Plate 2** for the map of the District boundary and **Plate 3** for a legal description of the District.

To serve the residents of the Pine Ridge Plantation Community Development District, the District developed and adopted an Improvement Plan on July 5, 2006, that allowed it to finance and construct certain infrastructure, transportation and recreational facilities within and adjacent to the District.

This Supplemental Improvement Plan updates the information contained in the original Engineers Report adopted on July 5, 2006, the Supplemental Report No.1 dated August 11, 2006 and Supplemental Report No.2 dated May 3, 2007. This report will update the Improvement Plan with the proposed 2020 Refunding Bonds Improvements. Funding for the 2020 Improvements will be from refinancing the current outstanding principal amount of the Series 2006A bonds. The 2020 Refunding Bonds Improvements may be revised in the future to include additional improvements as determined and approved by the Board of Supervisors of the Pine Ridge Plantation Community Development District so long as such additional improvements are allowed pursuant to Chapter 190, Florida Statutes.

The 2020 Refunding Bonds project includes the following improvements (See **Plate 4** Site Plan for locations of the improvements and **Plate 5** for Conceptual Park Plans):

2020 Refunding Bonds Improvements

1. Amenity Center

- A. Pool Expansion
- B. Water Tot Lot
- C. Splash Pad

2. Sport Activity Center

- A. Tennis Court
- B. Basketball Court
- C. Pickle Ball
- D. Soccer Field

3. Playground Enhancement

- A. Pocket Park Tot Lots

4. Renovation

- A. Expand Fitness Room
- B. Expand Pool Deck Space

This supplemental report reflects the anticipated refunding bonds improvements for the 2020 Refunding Bonds projects. All the improvements are to existing parks or infrastructure. The 2020 Refunding Bonds projects consists of resident desired improvements, as listed in Table 1.

The Improvement Plan contained in this report reflects the present intentions of the Pine Ridge Plantation Community Development District. However, the Improvement Plan may be subject to modification in the future. The implementation of any improvement outlined within the Plan requires final approval by the Pine Ridge Plantation Community Development District Board of Supervisors.

**TABLE 1
SUMMARY OF COSTS
PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT
DISTRICT
2020 REFUNDING BONDS IMPROVEMENTS**

IMPROVEMENT DESCRIPTION FACILITY	ESTIMATED COST
1. Amenity Center	\$ 450,000
A. Pool Expansion	
B. Water Tot Lot/Spray Ground	
C. Splash Pad	
2. Sport Activity Center	\$250,000
A. Tennis Court	
B. Basketball Court	
C. Pickle Ball Court	
D. Fencing for the new courts	
E. Soccer Field	
3. Playground Enhancements	\$ 150,000
A. Tot Lot	
B. Benches	
4. Renovations	\$ 350,000
A. Expand Fitness Room	
B. Expand Pool Deck	
<i>IMPROVEMENTS SUB-TOTAL</i>	\$1,160,000
5. Contingency	\$ 290,000
<i>IMPROVEMENTS TOTAL</i>	\$1,450,000

Note: These are approximate cost estimate based on past improvement of similar scope. Exact numbers will be obtained once a the site specific scopes are finalized.

APPENDIX

Description

Plate No.

- | | |
|---|------------------------------------|
| 1 | Location Map |
| 2 | District Boundary |
| 3 | Legal Description |
| 4 | Proposed Improvements Location Map |

C.

RESOLUTION 2020-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAYED BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE IMPROVEMENTS TO BE DEFRAYED BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE PAID; DESIGNATING LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT; ADOPTING A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

WHEREAS, the Board of Supervisors (the “Board”) of the Pine Ridge Plantation Community Development District (the “District”) hereby determines to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the infrastructure improvements (the “Improvements”) described in the District’s _____, dated _____, 2020, attached hereto as **Exhibit A** and incorporated herein by reference; and

WHEREAS, it is in the best interest of the District to pay the cost of the Improvements by special assessments pursuant to Chapter 190, *Florida Statutes* (the “Assessments”); and

WHEREAS, the District is empowered by Chapter 190, the Uniform Community Development District Act, Chapter 170, Supplemental and Alternative Method of Making Local Municipal Improvements, and Chapter 197, the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments, *Florida Statutes*, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Improvements and to impose, levy and collect the Assessments; and

WHEREAS, the District hereby determines that benefits will accrue to the property improved, the amount of those benefits, and that special assessments will be made in proportion to the benefits received as set forth in the _____, dated _____, 2020, attached hereto as **Exhibit B** and incorporated herein by reference and on file at Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “District Records Office”); and

WHEREAS, the District hereby determines that the Assessments to be levied will not exceed the benefit to the property improved.

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

1. Assessments shall be levied to defray a portion of the cost of the Improvements.
2. The nature and general location of, and plans and specifications for, the Improvements are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.
3. The total estimated cost of the Improvements is \$_____ (the “Estimated Cost”).
4. The Assessments will defray approximately \$_____, which includes the Estimated Cost, plus financing-related costs, capitalized interest, a debt service reserve, and contingency.
5. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, including provisions for supplemental assessment resolutions.
6. The Assessments shall be levied, within the District, on all lots and lands adjoining and contiguous or bounding and abutting upon the Improvements or specially benefitted thereby and further designated by the assessment plat hereinafter provided for.
7. There is on file, at the District Records Office, an assessment plat showing the area to be assessed, with certain plans and specifications describing the Improvements and the estimated cost of the Improvements, all of which shall be open to inspection by the public.
8. Commencing with the year in which the Assessments are levied and confirmed, the Assessments shall be paid in not more than twenty (20) annual installments. The Assessments may be payable at the same time and in the same manner as are ad valorem taxes and collected pursuant to Chapter 197, *Florida Statutes*; provided, however, that in the event the uniform non-ad valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law.
9. The District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land

and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.

10. The Board shall adopt a subsequent resolution to fix a time and place at which the owners of property to be assessed or any other persons interested therein may appear before the Board and be heard as to the propriety and advisability of the assessments or the making of the Improvements, the cost thereof, the manner of payment therefore, or the amount thereof to be assessed against each property as improved.

11. The District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) consecutive weeks) in a newspaper of general circulation within Clay County and to provide such other notice as may be required by law or desired in the best interests of the District.

12. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED THIS 21ST DAY OF JULY, 2020.

ATTEST:

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: _____, *dated*
_____, 2020

Exhibit B: _____, dated _____, 2020

D.

RESOLUTION 2020-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT SETTING A PUBLIC HEARING TO BE HELD ON _____, 2020, AT _____ .M. AT _____, FOR THE PURPOSE OF HEARING PUBLIC COMMENT ON IMPOSING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY WITHIN THE DISTRICT GENERALLY DESCRIBED AS THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH CHAPTERS 170, 190 AND 197, FLORIDA STATUTES.

WHEREAS, the Board of Supervisors of the Pine Ridge Plantation Community Development District, (the “Board”) has previously adopted Resolution 2020-___ entitled

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE IMPROVEMENTS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE PAID; DESIGNATING LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT; ADOPTING A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

WHEREAS, in accordance with Resolution 2020-___, a Preliminary Special Assessment Roll has been prepared and all other conditions precedent set forth in Chapters 170, 190 and 197, Florida Statutes, to the holding of the aforementioned public hearing have been satisfied, and the roll and related documents are available for public inspection at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “District Records Office”).

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

1. There is hereby declared a public hearing to be held at _____.M., on _____, 2020, at _____, for the purpose of hearing comment and objections to the proposed special assessment program for District improvements as identified in the Preliminary Special Assessment Roll, a copy of which is on file. Affected parties may appear at that hearing or submit their comments in writing prior to the hearing to the office of the District Manager at 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092; (904) 940-5850. In the event that the COVID-19 public health emergency prevents the hearing from occurring in-person, the District may conduct the public hearing by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, 20-112, 20-123, 20-139 and 20-150, issued by Governor DeSantis, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., Florida Statutes.

2. Notice of said hearing shall be advertised in accordance with Chapters 170, 190 and 197, Florida Statutes, and the District Manager is hereby authorized and directed to place said notice in a newspaper(s) of general circulation within Clay County (by two publications one week apart with the first publication at least twenty (20) days prior to the date of the hearing established herein). The District Manager shall file a publisher's affidavit with the District Secretary verifying such publication of notice. The District Manager is further authorized and directed to give thirty (30) days written notice by mail of the time and place of this hearing to the owners of all property to be assessed and include in such notice the amount of the assessment for each such property owner, a description of the areas to be improved and notice that information concerning all assessments may be ascertained at the District Records Offices. The District Manager shall file proof of such mailing by affidavit with the District Secretary.

3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 21st day of July, 2020.

ATTEST:

**PINE RIDGE PLANTATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson

ELEVENTH ORDER OF BUSINESS

B.

NOTICE OF MEETINGS
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Pine Ridge Plantation Community Development District will hold their regularly scheduled public meetings for Fiscal Year **2021** at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068, at **6:00** p.m. on the third Tuesday of each month listed as follows:

November 17, 2020
January 19, 2021
March 16, 2021
May 18, 2021
July 20, 2021
September 21, 2021

D.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-509-6445

Date: July 21, 2020

To: Pine Ridge Plantation CDD, Board of Supervisors

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

Re: Monthly Facility Memorandum

Completed Items:

- Office door handle has been replaced.
- New blinds were installed in the office area.
- Hinges were replaced on storage cabinet.
- Hinges were replaced on the outdoor back pool gate.
- The locks for the pool equipment have been replaced.
- Water slide was inspected and tested before opening.
- Lights for the Pine Ridge sign has been converted to LED.
- New shower handle has been ordered and will be replaced.
- Fitness Pro has continued the preventative maintenance on the fitness equipment.
- Amenity center 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.
- Island medians are in the process of being completed.
- Several dead trees behind resident homes have been removed for safety concerns.
- Lake Doctor's continues to maintain the lakes.

- RMS continues to inspect and clean all the lakes and outfall structures.

Amenity Manager:

- Clubhouse rentals for June and July = 6
- Rocco's Pizzeria was at the amenity center from 5 to 8pm on June 4th
- Frozen Sweets was at the amenity center from 4 to 7pm on June 10th
- Latin Soul Grille was at the amenity center from 5 to 8pm on June 16th
- Rocco's Pizzeria was at the amenity center from 5 to 8pm on June 18th and again on July 9th
- Tummies Chicago style food truck was at the amenity center for lunch and dinner on June 17th from 2pm to 8pm and again on July 3rd
- El Agave Azul will be returning to the amenity center from 4 to 8pm on June 24th
- Liberty Deli was at the amenity center from 5 to 8pm on June 26th
- Viva Mi Familia was at the amenity center for "Taco Tuesday" on June 30th from 5 to 8pm
- Hapa Li was at the amenity center on July 2nd from 5 to 8pm
- El Cubano Jax was at the amenity center on July 7th and scheduled again for July 31st
- Poutine on the Ritz was scheduled to be at the amenity center July 11th but had to cancel. They are scheduled to return to the facility on July 16th and 23rd
- Hapa Li and Ice Busters are scheduled to be at the amenity center on July 30th from 5 to 8pm
- North Florida Vending continues to service and stock our soda vending machine
- Jackpot Vending has resumed service and stocking of our snack 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.

THIRTEENTH ORDER OF BUSINESS

A.

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
6/30/2020

	<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	\$98,604	\$139,769	---	---	\$238,374
ASSESSMENT RECEIVABLE	\$1,527	---	---	---	\$1,527
INVESTMENTS					
Reserve A	---	---	\$692,555	---	\$692,555
Prepayment A	---	---	\$33,293	---	\$33,293
Revenue A	---	---	\$458,739	---	\$458,739
Construction	---	---	---	\$4,493	\$4,493
State Board	\$789,681	\$200,093	---	---	\$989,774

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended June 30, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/20	ACTUAL THRU 06/30/20	VARIANCE
<u>REVENUES:</u>				
Assessments - Tax Collector	\$537,569	\$537,569	\$543,085	\$5,516
Misc./Facility Rental Income	\$3,000	\$2,250	\$2,207	(\$44)
Interest Income	\$1,500	\$1,125	\$8,743	\$7,618
TOTAL REVENUES	\$542,069	\$540,944	\$554,035	\$13,091
<u>EXPENDITURES:</u>				
<u>ADMINISTRATIVE:</u>				
Supervisors Fees/FICA Taxes	\$10,334	\$7,751	\$5,167	\$2,584
Engineering	\$7,000	\$5,250	\$0	\$5,250
Attorney	\$20,000	\$15,000	\$12,187	\$2,813
Annual Audit	\$3,750	\$3,750	\$3,100	\$650
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$1,200	\$600	\$600	\$0
Trustee	\$6,000	\$0	\$0	\$0
Dissemination	\$5,000	\$3,750	\$3,750	(\$0)
Management Fees	\$44,290	\$33,218	\$33,217	\$0
Computer Time	\$1,000	\$750	\$750	\$0
Telephone	\$350	\$263	\$104	\$159
Postage	\$1,000	\$750	\$581	\$169
Printing & Binding	\$1,200	\$900	\$765	\$135
Insurance	\$7,893	\$7,893	\$7,627	\$266
Legal Advertising	\$1,500	\$1,125	\$1,341	(\$216)
Other Current Charges	\$600	\$700	\$360	\$340
Website Domain	\$2,400	\$1,800	\$900	\$900
Website Compliance	\$0	\$0	\$2,675	(\$2,675)
Office Supplies	\$300	\$225	\$60	\$165
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
ADMINISTRATIVE EXPENDITURES	\$119,252	\$89,159	\$78,620	\$10,539
<u>GROUNDS MAINTENANCE:</u>				
Landscape Maintenance	\$100,000	\$75,000	\$69,445	\$5,555
Lake Maintenance	\$9,300	\$6,975	\$6,030	\$945
Electric	\$2,500	\$1,875	\$1,176	\$699
Water	\$39,000	\$29,250	\$17,743	\$11,507
Repairs And Maintenance	\$20,000	\$15,000	\$7,706	\$7,294
Contingencies	\$4,451	\$3,338	\$3,823	(\$485)
GROUNDS MAINTENANCE EXPENDITURES	\$175,251	\$131,438	\$105,924	\$25,515

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended June 30, 2020

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/20	ACTUAL THRU 06/30/20	VARIANCE
<u>EXPENDITURES:</u>				
<u>AMENITY CENTER</u>				
Insurance	\$9,000	\$9,000	\$8,970	\$30
General Facility Maintenance	\$15,000	\$11,250	\$9,350	\$1,900
Repairs & Replacements	\$15,000	\$11,250	\$8,686	\$2,564
Recreational Passes	\$500	\$375	\$0	\$375
Postage	\$100	\$75	\$0	\$75
Printing & Email Marketing	\$125	\$94	\$0	\$94
Office Supplies	\$700	\$525	\$350	\$175
Other Current Charges	\$250	\$188	\$0	\$188
Permit Fees	\$250	\$250	\$250	\$0
Contingency	\$5,000	\$3,750	\$1,476	\$2,274
Amenity Management	\$52,451	\$39,338	\$39,338	(\$0)
Facility Assistant	\$24,561	\$18,421	\$2,213	\$16,208
Special Events	\$12,000	\$6,244	\$6,244	\$0
<u>Utilities</u>				
Water & Sewer	\$3,500	\$2,625	\$2,623	\$2
Electric	\$23,000	\$17,250	\$15,057	\$2,193
Cable/Phone/Internet	\$3,000	\$2,250	\$2,470	(\$220)
<u>Management Contracts</u>				
Field Management Services	\$20,700	\$15,525	\$15,525	\$0
Lifeguards	\$16,500	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$9,375	\$9,375	(\$0)
Pool Chemicals	\$11,968	\$8,976	\$9,173	(\$197)
Janitorial	\$7,740	\$5,805	\$5,160	\$645
Janitorial Supplies	\$1,200	\$900	\$2,602	(\$1,702)
Refuse Service	\$6,100	\$4,575	\$4,986	(\$411)
Security	\$10,000	\$7,500	\$7,777	(\$277)
Capital Projects	\$35,000	\$35,000	\$35,000	\$0
AMENITY CENTER EXPENDITURES	\$286,145	\$210,540	\$186,625	\$23,916
<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	\$431,138	\$371,168	\$59,969
EXCESS REVENUES (EXPENDITURES)	(\$38,580)		\$182,866	
FUND BALANCE - Beginning	\$38,580		\$700,936	
FUND BALANCE - Ending	<u>(\$0)</u>		<u>\$883,802</u>	

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	
REVENUES:														
Assessments - Tax Collector	\$537,569	\$0	\$156,875	\$358,464	\$13,553	\$3,648	\$3,055	\$1,219	\$3,154	\$3,117	\$0	\$0	\$0	\$543,085
Interest Income	\$1,500	\$1,060	\$908	\$1,207	\$1,490	\$1,358	\$1,123	\$663	\$556	\$378	\$0	\$0	\$0	\$8,743
Misc./Facility Rental Income	\$3,000	\$275	\$0	\$200	\$975	\$300	(\$75)	\$532	\$0	\$0	\$0	\$0	\$0	\$2,207
TOTAL REVENUES	\$542,069	\$1,335	\$157,782	\$359,871	\$16,019	\$5,306	\$4,103	\$2,413	\$3,710	\$3,494	\$0	\$0	\$0	\$554,035

EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees/FICA Taxes	\$10,334	\$0	\$0	\$861	\$1,077	\$0	\$0	\$0	\$2,153	\$1,077	\$0	\$0	\$0	\$5,167
Engineering	\$7,000	\$0	\$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	\$0	\$600
Dissemination	\$5,000	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$0	\$0	\$0	\$3,750
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$249	\$1,634	\$460	\$2,620	\$1,291	\$1,324	\$1,724	\$2,886	\$0	\$0	\$0	\$0	\$12,187
Annual Audit	\$3,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,100	\$0	\$0	\$0	\$0	\$3,100
Trustee	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$44,290	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$3,691	\$0	\$0	\$0	\$33,217
Computer Time	\$1,000	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$750
Telephone	\$350	\$0	\$34	\$0	\$69	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$104
Postage	\$1,000	\$15	\$111	\$10	\$121	\$48	\$124	\$3	\$134	\$16	\$0	\$0	\$0	\$581
Printing & Binding	\$1,200	\$147	\$9	\$177	\$24	\$151	\$13	\$63	\$6	\$175	\$0	\$0	\$0	\$765
Insurance	\$7,893	\$7,627	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,627
Legal Advertising	\$1,500	\$309	\$0	\$61	\$0	\$0	\$62	\$0	\$653	\$256	\$0	\$0	\$0	\$1,341
Other Current Charges	\$600	\$38	\$15	\$28	\$250	\$0	\$0	\$15	\$0	\$15	\$0	\$0	\$0	\$360
Website Domain	\$2,400	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$900
Website Compliance	\$0	\$2,675												\$2,675
Office Supplies	\$300	\$17	\$0	\$11	\$0	\$11	\$1	\$10	\$0	\$10	\$0	\$0	\$0	\$60
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175

ADMINISTRATIVE EXPENDITURES

	\$119,252	\$20,802	\$6,694	\$5,898	\$8,452	\$5,791	\$5,815	\$6,105	\$13,224	\$5,839	\$0	\$0	\$0	\$78,620
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GROUNDS MAINTENANCE:

Landscape Maintenance	\$100,000	\$12,165	\$7,160	\$7,160	\$7,160	\$7,160	\$7,160	\$7,160	\$7,160	\$7,160	\$0	\$0	\$0	\$69,445
Lake Maintenance	\$9,300	\$670	\$670	\$670	\$670	\$670	\$670	\$670	\$670	\$670	\$0	\$0	\$0	\$6,030
Electric	\$2,500	\$140	\$141	\$146	\$149	\$143	\$117	\$117	\$109	\$114	\$0	\$0	\$0	\$1,176
Water	\$39,000	\$2,360	\$2,371	\$2,440	\$1,991	\$1,971	\$1,849	\$1,849	\$1,433	\$1,480	\$0	\$0	\$0	\$17,743
Repairs And Maintenance	\$20,000	\$1,236	\$882	\$808	\$812	\$0	\$2,553	\$440	\$975	\$0	\$0	\$0	\$0	\$7,706
Contingencies	\$4,451	\$0	\$500	\$0	\$0	\$0	\$865	\$2,458	\$0	\$0	\$0	\$0	\$0	\$3,823

GROUNDS MAINTENANCE EXPENDITURES

	\$175,251	\$16,371	\$11,724	\$11,224	\$10,782	\$9,944	\$13,214	\$12,694	\$10,347	\$9,424	\$0	\$0	\$0	\$105,924
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AMENITY CENTER

Insurance	\$9,000	\$8,820	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,970
General Facility Maintenance	\$15,000	\$1,250	\$1,237	\$1,150	\$1,069	\$950	\$1,250	\$1,250	\$1,194	\$0	\$0	\$0	\$0	\$9,350
Repairs & Replacements	\$15,000	\$1,525	\$787	\$1,178	\$2,983	\$935	\$1,185	\$0	\$94	\$0	\$0	\$0	\$0	\$8,686
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	\$161	\$49	\$44	\$0	\$96	\$0	\$0	\$0	\$0	\$0	\$350
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	\$250	\$0	\$0	\$0	\$0	\$250
Contingency	\$5,000	\$0	\$0	\$0	\$0	\$0	\$1,476	\$0	\$0	\$0	\$0	\$0	\$0	\$1,476
Amenity Management	\$52,451	\$4,371	\$4,371	\$4,371	\$4,371	\$4,371	\$4,371	\$4,371	\$4,371	\$4,371	\$0	\$0	\$0	\$39,338
Facility Assistant	\$24,561	\$0	\$0	\$0	4	\$0	\$0	\$0	\$2,213	\$0	\$0	\$0	\$0	\$2,213
Special Events	\$12,000	\$1,975	\$341	\$1,743	\$337	\$300	\$0	\$1,548	\$0	\$0	\$0	\$0	\$0	\$6,244

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>Utilities</u>													
Water & Sewer	\$3,500	\$298	\$292	\$292	\$292	\$299	\$279	\$286	\$292	\$0	\$0	\$0	\$2,623
Electric	\$23,000	\$1,875	\$1,725	\$1,915	\$2,028	\$1,891	\$1,615	\$1,449	\$988	\$1,571	\$0	\$0	\$15,057
Cable/Phone/Internet	\$3,000	\$311	\$262	\$262	\$273	\$273	\$273	\$272	\$272	\$272	\$0	\$0	\$2,470
<u>Management Contracts</u>													
Field Management Services	\$20,700	\$1,725	\$1,725	\$1,725	\$1,725	\$1,725	\$1,725	\$1,725	\$1,725	\$1,725	\$0	\$0	\$15,525
Lifeguards	\$16,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$0	\$0	\$9,375
Pool Chemicals	\$11,968	\$997	\$997	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$0	\$0	\$9,173
Janitorial	\$7,740	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$0	\$0	\$0	\$5,160
Janitorial Supplies	\$1,200	\$214	\$198	\$130	\$80	\$254	\$30	\$213	\$699	\$785	\$0	\$0	\$2,602
Refuse Service	\$6,100	\$534	\$533	\$535	\$568	\$568	\$567	\$563	\$551	\$0	\$0	\$0	\$4,986
Security	\$10,000	\$2,456	\$719	\$644	\$1,649	\$894	\$324	\$564	\$324	\$204	\$0	\$0	\$7,777
Capital Projects	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
AMENITY CENTER EXPENDITURES	\$286,145	\$28,037	\$14,874	\$16,818	\$18,285	\$15,208	\$15,827	\$50,046	\$15,690	\$11,839	\$0	\$0	\$186,625
TOTAL EXPENDITURES	\$580,649	\$65,410	\$33,292	\$33,940	\$37,518	\$30,943	\$34,855	\$68,845	\$39,261	\$27,102	\$0	\$0	\$371,168
<u>OTHER SOURCES/(USES):</u>													
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	(\$38,580)	(\$64,075)	\$124,490	\$325,931	(\$21,500)	(\$25,637)	(\$30,752)	(\$66,432)	(\$35,551)	(\$23,607)	\$0	\$0	\$182,866

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/20	ACTUAL THRU 06/30/20	VARIANCE
REVENUES:				
Capital Reserve Funding	\$35,000	\$35,000	\$35,000	\$0
Interest	\$0	\$0	\$93	\$93
TOTAL REVENUES	\$35,000	\$35,000	\$35,093	\$93
EXPENDITURES:				
Capital Outlay	\$20,000	\$15,000	\$10,345	\$4,655
Culture/Recreation	\$0	\$0	\$1,475	
TOTAL EXPENDITURES	\$20,000	\$15,000	\$11,820	\$4,655
EXCESS REVENUES (EXPENDITURES)	\$15,000		\$23,274	
FUND BALANCE - Beginning	\$316,589		\$316,589	
FUND BALANCE - Ending	<u>\$331,589</u>		<u>\$339,863</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND 2006A

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/20	ACTUAL THRU 06/30/20	VARIANCE
<u>REVENUES:</u>				
Assessments - Tax Roll	\$935,455	\$935,455	\$945,004	\$9,549
Interest Income	\$3,000	\$2,250	\$13,297	\$11,047
<i>TOTAL REVENUES</i>	<u>\$938,455</u>	<u>\$937,705</u>	<u>\$958,301</u>	<u>\$20,596</u>
<u>EXPENDITURES:</u>				
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	\$360,000	\$360,000	\$0
Interest Expense - 5/1	\$287,820	\$287,820	\$286,875	\$945
Principal Prepayment - 5/1	\$0	\$0	\$0	\$0
<i>TOTAL EXPENDITURES</i>	<u>\$935,640</u>	<u>\$935,640</u>	<u>\$969,695</u>	<u>(\$34,055)</u>
<u>OTHER FINANCIAL SOURCES/(USES)</u>				
Other Bond Service Costs	\$0	\$0	(\$17,359)	(\$17,359)
TOTAL OTHER FINANCIAL SOURCES/(USES)	<u>\$0</u>	<u>\$0</u>	<u>(\$17,359)</u>	<u>(\$17,359)</u>
<i>EXCESS REVENUES (EXPENDITURES)</i>	<u>\$2,815</u>		<u>(\$28,753)</u>	
FUND BALANCE - Beginning	\$466,287		\$1,213,340	
FUND BALANCE - Ending	<u><u>\$469,101</u></u>		<u><u>\$1,184,587</u></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 June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 06/30/20	ACTUAL THRU 06/30/20	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$41	\$41
<i>TOTAL REVENUES</i>	<u>\$0</u>	<u>\$0</u>	<u>\$41</u>	<u>\$41</u>
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$0	\$0
<i>TOTAL EXPENDITURES</i>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>OTHER FINANCIAL SOURCES/(USES)</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<i>EXCESS REVENUES (EXPENDITURES)</i>	<u>\$0</u>		<u>\$41</u>	
FUND BALANCE - Beginning	\$0		\$4,452	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$4,493</u>	

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
	5/1/20	(\$360,000) Mandatory
Current Bonds Outstanding:	<u>\$10,265,000</u>	

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	(3,151.32)	945,003.89	543,085.09	1,488,088.98
TOTAL RECEIPTS	(3,151.32)	945,003.89	543,085.09	1,488,088.98

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
5	1/22/2020	5,964.24	3,427.60	9,391.84
6	2/21/2020	6,348.57	3,648.47	9,997.04
7	3/17/2020	5,316.21	3,055.17	8,371.38
8	4/17/2020	2,121.27	1,219.08	3,340.35
9	5/14/2020	5,488.38	3,154.12	8,642.50
10	6/12/2020	2,765.50	1,589.31	4,354.81
TAX CERTIFICATES	6/25/2020	2,657.80	1,527.42	4,185.22
		-	-	
		-	-	
		-	-	
TOTAL FY18 TAX ROLL RECEIPTS		945,003.89	543,085.09	1,488,088.98

% TAX ROLL COLLECTED	100.21%	100.21%	100.21%
TOTAL COLLECTED	100.21%	100.21%	100.21%

C.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

5/1/2020 - 6/30/2020

Date	Check Numbers		Amount
<u>General Fund</u>			
5/1/20 - 5/31/20	2607-2623	\$	28,975.70
6/1/20 - 6/30/20	2624-2637	\$	30,458.37
			<hr/>
		\$	59,434.07
<u>Capital Reserves Fund</u>			
May 14, 2020	30	\$	200,000.00
			<hr/>
		\$	200,000.00
<u>Utilities and Autopayments</u>			
May 27, 2020	Clay County Utilities	\$	1,718.83
May 18, 2020	Advanced Disposal	\$	562.66
May 18, 2020	SafeTouch	\$	83.88
May 26, 2020	Comcast	\$	272.37
May 29, 2020	Clay Electric	\$	2,663.00
June 26, 2020	Clay County Utilities	\$	1,771.81
June 9, 2020	Advanced Disposal	\$	551.20
June 15, 2020	SafeTouch	\$	83.88
June 30, 2020	Clay Electric	\$	1,685.00
June 25, 2020	Comcast	\$	272.37
June 26, 2020	Clay County Utilities	\$	1,771.81
			<hr/>
TOTAL UTILITIES PAID ONLINE OR AUTOPAY			\$ 11,436.81
			<hr/>
			\$ 270,870.88

*Fedex invoices available upon request.

AP300R
*** CHECK NOS. 002607-002637

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 7/11/20

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/07/20	00134	4/12/20 63172	202004 320-53800-49000	IRRIGATION REPAIR	*	1,999.00	
				DOWN TO EARTH FKA R&D LNDSP & IRRG			1,999.00 002607
5/07/20	00054	5/01/20 13129559	202005 330-57200-46500	MAY POOL CHEMICALS	*	1,025.52	
				POOLSURE			1,025.52 002608
5/14/20	00038	7/18/19 60224	201910 320-53800-46000	BACKFLOW TEST	*	240.00	
				BOB'S BACKFLOW & PLUMBING CO. INC.			240.00 002609
5/14/20	00134	5/01/20 64595	202005 320-53800-46200	MAY LANDSCAPE MAINTENANCE	*	7,160.00	
				DOWN TO EARTH FKA R&D LNDSP & IRRG			7,160.00 002610
5/14/20	00002	5/01/20 10327757	202005 310-51300-48000	NOTICE OF SPECIAL MEETING	*	373.40	
				THE FLORIDA TIMES-UNION			373.40 002611
5/14/20	00003	5/01/20 201	202005 310-51300-34000	MAY MANAGEMENT FEES	*	3,690.83	
		5/01/20 201	202005 310-51300-49100	MAY WEBSITE ADMIN	*	100.00	
		5/01/20 201	202005 310-51300-35100	MAY INFORM TECHNOLOGY	*	83.33	
		5/01/20 201	202005 310-51300-31300	MAY DISSEMINATION SERVICE	*	416.67	
		5/01/20 201	202005 310-51300-42000	OFFICE SUPPLIES	*	.39	
		5/01/20 201	202005 310-51300-42500	POSTAGE	*	26.78	
		5/01/20 201	202005 310-51300-41000	COPIES	*	5.85	
				GOVERNMENTAL MANAGEMENT SERVICES			4,323.85 002612
5/14/20	00005	4/30/20 114426	202003 310-51300-31500	MAR GEN COUNSEL/MEETING	*	1,323.75	
				HOPPING GREEN & SAMS			1,323.75 002613
5/14/20	00073	5/01/20 314	202005 330-57200-46200	MAY JANITORIAL SERVICES	*	645.00	
		5/01/20 314	202005 330-57200-46400	MAY POOL MAINTENANCE	*	1,041.67	
		5/01/20 314	202005 330-57200-34000	MAY CONTRACT ADMIN	*	1,725.00	

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 002607-002637

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 7/11/20

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		5/01/20 314	202005 330-57200-34100		*	4,370.92	
			MAY FACILITY MANAGEMENT				
				RIVERSIDE MANAGEMENT SERVICES INC			7,782.59 002614
5/14/20 00164		5/13/20 05132020	202005 300-36900-10100		*	75.00	
			RENTAL DEPOSIT REFUND				
				SHANESKA CASCANTE			75.00 002615
5/14/20 00076		5/01/20 501771	202005 320-53800-46400		*	670.00	
			MAY LAKE MAINTENANCE				
				THE LAKE DOCTORS INC			670.00 002616
5/21/20 00046		5/11/20 349797	202005 310-51300-32200		*	3,100.00	
			AUDIT FYE 9/30/2019				
				BERGER, TOOMBS, ELAM, GAINES &			3,100.00 002617
5/21/20 00069		5/01/20 311524	202005 310-51300-48000		*	46.00	
			NOTICE OF QUAL CANDIDATES				
				CLAY TODAY			46.00 002618
5/21/20 00025		5/15/20 10-BID-4	202005 330-57200-54000		*	250.00	
			POOL PERMIT 10-60-00146				
				FLORIDA DEPARTMENT OF HEALTH IN			250.00 002619
5/21/20 00106		5/13/20 05132020	202004 330-57200-34500		*	120.00	
			4/10/20 SECURITY SERVICES				
		5/13/20 05132020	202004 330-57200-34500		*	120.00	
			4/24/20 SECURITY SERVICES				
				MATTHEW EDMONSON			240.00 002620
5/28/20 00069		5/04/20 311617	202005 310-51300-48000		*	109.00	
			NOTICE OF MEETING 5/19/20				
				CLAY TODAY			109.00 002621
5/28/20 00001		5/19/20 70148453	202005 310-51300-42000		*	107.59	
			MAY FEDEX POSTAGE				
				FEDEX			107.59 002622
5/28/20 00165		5/22/20 05222020	202005 300-36900-10100		*	150.00	
			RENTAL DEPOSIT REFUND				
				RAQUEL BROWN			150.00 002623
6/04/20 00005		5/31/20 115065	202004 310-51300-31500		*	1,723.50	
			APR GEN COUNSEL/MEETING				
				HOPPING GREEN & SAMS			1,723.50 002624

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 002607-002637

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 7/11/20

PAGE 3

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/04/20	00054	6/01/20 13129559	202006 330-57200-46500	JUN POOL CHEMICALS	*	1,025.52	
				POOLSURE			1,025.52 002625
6/04/20	00073	5/18/20 315	202004 330-57200-46000	APR GEN FACIL MAINTENANCE	*	1,250.00	
		5/18/20 315	202004 320-53800-46000	APR REPAIR/MAINT FIELD	*	439.98	
		5/18/20 315	202004 330-57200-46201	APR JANITORIAL SUPPLIES	*	212.56	
		5/18/20 315	202004 330-57200-51000	APR OFFICE SUPPLIES	*	95.93	
				RIVERSIDE MANAGEMENT SERVICES INC			1,998.47 002626
6/04/20	00152	5/11/20 6545678	202005 330-57200-46100	QTR PEST CONTROL	*	94.00	
				TURNER PEST CONTROL			94.00 002627
6/04/20	00166	5/16/20 1658	201910 310-51300-49200	WEBSITE ADA COMPLIANCE	*	2,675.00	
				VGLOBALTECH			2,675.00 002628
6/11/20	00069	5/27/20 312314	202005 310-51300-48000	NOTICE OF MEETING 6/15/20	*	125.00	
				CLAY TODAY			125.00 002629
6/11/20	00003	6/01/20 202	202006 310-51300-34000	JUN MANAGEMENT FEES	*	3,690.83	
		6/01/20 202	202006 310-51300-49100	JUN WEBSITE ADMIN	*	100.00	
		6/01/20 202	202006 310-51300-35100	JUN INFORM TECHNOLOGY	*	83.33	
		6/01/20 202	202006 310-51300-31300	JUN DISSEMINATION SERVICE	*	416.67	
		6/01/20 202	202006 310-51300-42000	OFFICE SUPPLIS	*	10.00	
		6/01/20 202	202006 310-51300-42500	POSTAGE	*	16.06	
		6/01/20 202	202006 310-51300-41000	COPIES	*	174.90	
				GOVERNMENTAL MANAGEMENT SERVICES			4,491.79 002630
6/11/20	00073	6/09/20 317	202005 330-57200-34110	MAY FACILITY ASSISTANT	*	2,212.50	
				RIVERSIDE MANAGEMENT SERVICES INC			2,212.50 002631

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 002607-002637

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 7/11/20

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/11/20	00073	6/01/20 316	202006 330-57200-46201	JUN JANITORIAL SERVICES	*	645.00	
		6/01/20 316	202006 330-57200-46400	JUN POOL MAINTENANCE	*	1,041.67	
		6/01/20 316	202006 330-57200-34000	JUN CONTRACT ADMIN	*	1,725.00	
		6/01/20 316	202006 330-57200-34100	JUN FACILITY MANAGEMENT	*	4,370.92	
				RIVERSIDE MANAGEMENT SERVICES INC			7,782.59 002632
6/18/20	00134	6/01/20 67238	202006 320-53800-46200	JUN LANDSCAPE MAINTENANCE	*	7,160.00	
				DOWN TO EARTH FKA R&D LNDSP & IRRG			7,160.00 002633
6/18/20	00039	6/09/20 22602	202006 330-57200-46201	WIPES	*	140.00	
				FITNESS PRO			140.00 002634
6/18/20	00106	6/09/20 06092020	202005 330-57200-34500	5/8/20 SECURITY SERVICES	*	120.00	
		6/09/20 06092020	202005 330-57200-34500	5/22/20 SECURITY SERVICES	*	120.00	
				MATTHEW EDMONSON			240.00 002635
6/18/20	00076	6/01/20 507974	202006 320-53800-46400	JUN LAKE MAINTENANCE	*	670.00	
				THE LAKE DOCTORS INC			670.00 002636
6/25/20	00155	6/14/20 06142020	202006 330-57200-34500	6/14/20 SECURITY SERVICES	*	120.00	
				JEFF ANDERSON			120.00 002637
				TOTAL FOR BANK A		59,434.07	
				TOTAL FOR REGISTER		59,434.07	

PRP --PINERIDGE-- BPEREGRINO

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 2724



April 2020
Invoice #63172

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

RECEIVED

MAY 1 2020

Invoice #	Invoice Date	Due Date	Terms	PO #
#127294	4/12/2020	5/10/2020	Net 30	

Item	Qty	Rate	Amount
BORE ROADWAY ON PINE RIDGE PKWY. ACROSS FROM CHARTER SCHOOL			
CONNECT PVC PIPE THAT FEEDS ZONE (SAME AREA)			
Road Bore	1	\$1,500.00	\$1,500.00
Misc. fittings + pipe	1	\$125.00	\$125.00
IRRIGATION LABOR per hour Description: Technician for (4) hours	4	\$58.50	\$234.00
IRRIGATION LABOR per hour Description: Helper for (4) hours	4	\$35.00	\$140.00

Subtotal	\$1,999.00
Payments/Credits	\$0.00
Balance Due	\$1,999.00

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 5/1/20
Contingency - Field
001. 320. 53800. 49000
134 A



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

Invoice

Date

5/1/2020

Invoice #

131295592249

RECEIVED

MAY 1 2020

Terms	Net 20
Due Date	5/21/2020
PO #	
Customer #	13GMS100

Bill To	Ship To
GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092	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

C. Ann 5/1/20
Pool Chemicals
001.330.57200.46500
① 54

Total 1,025.52
Amount Due \$1,025.52

Remittance Slip

Customer
13GMS100
Invoice #
131295592249

Amount Due \$1,025.52

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295592249

Bob's Backflow & Plumbing Services, Inc.4640 Subchaser Ct, Ste 113
Jacksonville, FL 32244

Phone # 904-268-8009 Fax # 904-292-4403

Invoice Date

7/18/2019

Invoice #

60224

Invoice**PAST DUE****Bill To**Pine Ridge Plantation CDD
c/o Governmental Management Services
475 West Town Place
Suite 114
St Augustine, FL 32092**Job At**Pine Ridge Plantation CDD
4200 Pine Ridge Parkway
Middleburg, FL 32068**RECEIVED**

MAY 12 2020

Balance Due

\$240.00

Please make checks payable to Bob's Backflow

Please detach and return top portion with payment

Bob's Backflow & Plumbing Services, Inc.
6510 Columbia Park Dr. Ste 102
Jacksonville FL 32258

		P.O. Number	Terms	Due Date
			Net 30	8/17/2019
Serviced	Description	Quantity	Price Each	Amount
7/15/2019	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider Fire: 6" Wilkins 350ADA Serial# V18579- Passed Fire Bypass: 3/4" Wilkins 950XL Serial# 3112047- Failed Potable: 2" Wilkins 975XL Serial# 2953195- Passed Irrigation: 2" Febco 860 Serial# H16079- Passed Irrigation: 2" Wilkins 975XL Serial# 2842607- Passed Irrigation: 1" Apollo RPLF4A Serial# 661417- Passed Proposal will follow for repairs needed to be in compliance with JEA. <i>C. Allen 5/12/20</i> <i>Repairs & Maint</i> <i>001. 320. 53800. 46000</i> <i>38 (A)</i>	6	40.00	240.00
THIS INVOICE IS PAST DUE PLEASE REMIT TODAY THANK YOU.		Total \$240.00		
		Payments/Credits \$0.00		
		Balance Due \$240.00		

A 1.5% interest will be assessed on
unpaid balances after 30 days.

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 2724



May 2020
Invoice #64595

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#
	5/1/2020	5/31/2020	Net 30	

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

RECEIVED

MAY 12 2020

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

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 5/12/20
Landscape Maint.
001. 320. 53800. 46200
134 (A)



10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
03/29		Balance Forward						\$-579.05	
05/01 05/01	103277579-05012020	NOTICE OF SPECIAL MEETING PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT Notice is hereby given that the Board of Supervisors (Board) of the Pine Ridge P	JV Times-Union	2.00 x 7.3333	14.67	1	\$64.93	\$952.45	
PREVIOUS AMOUNT OWED:				\$-579.05					
NEW CHARGES THIS PERIOD:				\$952.45					
CASH THIS PERIOD:				\$0.00					
DEBIT ADJUSTMENTS THIS PERIOD:				\$0.00					
CREDIT ADJUSTMENTS THIS PERIOD:				\$0.00					
We appreciate your business.									

2 (A)
1,810,513.48

RECEIVED
MAY 11 2020

INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$952.45		\$0.00	\$0.00	\$0.00	\$579.05		\$373.40
SALES REP/PHONE #		ADVERTISER INFORMATION						
Brenda Ramirez 904-359-4607	1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
		03/30/2020 - 05/03/2020		35422		35422		PINE RDGE PLANTATION

MAKE CHECKS PAYABLE TO

The Florida Times Union Dept 1261
PO Box 121261
Dallas, TX 75312-1261

Payment is due upon receipt.

The Florida Times Union

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

The Florida Times-Union

jacksonville.com

The Florida Times Union 1261
PO Box 121261
Dallas, TX 75312-1261

ADVERTISING INVOICE and STATEMENT

1		BILLING PERIOD		2		ADVERTISER/CLIENT NAME	
		03/30/2020 - 05/03/2020				PINE RIDGE PLANTATION	
COMPANY	23	TOTAL AMOUNT DUE		* UNAPPLIED AMOUNT		3	TERMS OF PAYMENT
JV 5		\$373.40		\$579.05		NET 15 DAYS	
21	CURRENT NET AMOUNT		22	30 DAYS		60 DAYS	
		\$952.45		\$0.00		\$0.00	
						OVER 90 DAYS	
						\$0.00	
4	PAGE #	5	BILLING DATE	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER
		05/03/2020		35422		35422	
						24 STATEMENT NUMBER	
						0000069704	

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS



8 - 2166

PINE RIDGE PLANTATION
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649



The Florida Times Union
Dept 1261
PO Box 121261
Dallas, TX 75312-1261

Pine Ridge Plantation Community Development District

475 West Town Place, Ste. 114, St. Augustine, FL 32092 * P: (904) 940-5850 F: (904) 940-5899

April 29, 2020

Legal Advertising

Florida Times Union
1 Riverside Avenue
Jacksonville, FL 32202

Phone: (904) 359-4111

Fax: (904) 359-4180

Email: legals@jacksonville.com

Re: Notice of Special Meeting

Sharon:

Please publish the attached Notice on **Friday, May 1, 2020** in the **Florida Times Union**. Please send your receipt of proof of publication and verify publishing dates are acceptable to the following:

Billing Info:

Account # - 1000241109

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

If you have any questions, please give me a call at (904) 940-5850 x402.

Sincerely,

Sarah Sweeting
Recording Secretary

Cc: Ernesto Torres
Jason Walters

**NOTICE OF SPECIAL MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the Board of Supervisors ("Board") of the Pine Ridge Plantation Community Development District ("District") will hold a special meeting on **Friday, May 8, 2020 at 9:30 a.m.** where the Board may consider any business that may properly come before it ("Meetings").

It is anticipated that the Meeting will take place at the **Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068**. In the event that the COVID-19 public health emergency prevents the Meeting from occurring in-person, the District may conduct the Meeting by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*. Information about how the meeting will occur, assistance connecting to the meeting or arranging further accommodations for participation, and an electronic copy of the agenda may be obtained by accessing the District's website at www.PineRidgePlantationCDD.com or by contacting the office of the District Manager c/o Governmental Management Services LLC – North Florida, at (904) 940-5850 or ETorres@gmsnf.com ("District Manager's Office").

While it may be necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at ETorres@gmsnf.com by Thursday, May 7, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling (904) 940-5850 by the same time noted above. Anyone wishing to listen and participate in the meeting can do so by video or telephone conference. Instructions to join the meeting by video or telephone conference are available at www.PineRidgePlantationCDD.com.

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, 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 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. There may be occasions when one or more Supervisors will participate by telephone.

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 this meeting 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.

Ernesto Torres
District Manager

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

RECEIVED

MAY 7 2020

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

Invoice #: 201

Invoice Date: 5/1/20

Due Date: 5/1/20

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - May 2020 1,310,573.340		3,690.83	3,690.83
Website Administration - May 2020 491		100.00	100.00
Information Technology - May 2020 257		83.33	83.33
Dissemination Agent Services - May 2020 812		416.67	416.67
Office Supplies 420		0.39	0.39
Postage 425		26.78	26.78
Copies 410		5.85	5.85
3 (A)			
Total			\$4,323.85
Payments/Credits			\$0.00
Balance Due			\$4,323.85

Hopping Green & Sams

Attorneys and Counselors

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

5 (A)
1,810.573.815

===== STATEMENT =====

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

April 30, 2020

RECEIVED

Bill Number 114426
Billed through 03/31/2020

MAY 08 2020

General Counsel/Monthly Meeting

PRIDGE 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

03/10/20	JMW	Confer with county property appraiser; confer with Zare; review plat information.	0.70 hrs
03/10/20	AHJ	Confer with Hogge regarding general election board member seats; prepare updates to district file regarding same.	0.10 hrs
03/12/20	JMW	Review draft agenda items; confer with staff; confer with Zare.	0.70 hrs
03/16/20	JMW	Review proposed and current Covid-19 response and directives; confer with staff regarding same.	0.50 hrs
03/18/20	JMW	Review executive order; research meeting notice and operation options; confer with staff.	0.60 hrs
03/19/20	JJ	Work session regarding sunshine law requirements in light of Governor's emergency order; follow up on research regarding sunshine law procedures in light of COVID-19 emergency; review draft memo to district managers regarding CMT and sunshine law issues; review declarations of emergency from Governor's office; revise memo.	0.20 hrs
03/19/20	SSW	Research questions regarding public meeting, sunshine law, and notice requirements and exemptions related to COVID-19 public health emergency.	0.20 hrs
03/19/20	EGRE	Research employment and labor law related to COVID-19; confer with Mackie regarding same; review amenity services contract; attend webinar regarding COVID-19 employment issues, research contractual payment obligations and contractual defenses related to amenity service contracts and COVID-19; prepare memorandum regarding same, prepare overview of Families First Coronavirus Response Act.	0.40 hrs
03/24/20	JMW	Confer with Zare; review property records; confer with Torres.	0.80 hrs
03/31/20	MCE	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation.	1.00 hrs
03/31/20	JLK	Research, draft and multiple conference calls on memorandum to district managers and amenity managers and e-blast to residents on COVID-19 notices/best practices/closures; multiple calls with staff and legal team on same; call with FIA on same; research DOH, EOG and other regulatory agencies best practices and recommendations; multiple calls with project team on same; conference call with staff and insurance company regarding closures and research related to staffing, federal bill impacts, etc; conference call regarding	0.40 hrs

security options for communities via executive order, tax considerations and assessment considerations; continue research on laws affecting on site staffing requirements, options and new federal law for coronavirus affecting local governments, including families first bill; transmit information on same; confer with employment team on same; continue researching employment related matters, including impact of federal pay bill signed on March 19, 2020, contractual provisions and the like; research sensitive employment matters; confer with insurance carrier on closures and violations thereof; finalize shelter in place EO provisions and impact on district on same.

03/31/20	SSW	Attend Florida Bar sponsored local government panel session regarding public meetings during COVID-19 public health emergency; prepare memorandum to district manager regarding updated information and best practices for conducting district meetings virtually.	0.10 hrs
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Total fees for this matter	\$1,315.50
----------------------------	------------

DISBURSEMENTS

Travel	8.25
--------	------

Total disbursements for this matter	\$8.25
-------------------------------------	--------

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.10 hrs	125 /hr	\$12.50
Gregory, Emma C.	0.40 hrs	190 /hr	\$76.00
Johnson, Jonathan T.	0.20 hrs	300 /hr	\$60.00
Kilinski, Jennifer L.	0.40 hrs	190 /hr	\$76.00
Walters, Jason M.	3.30 hrs	230 /hr	\$759.00
Eckert, Michael C.	1.00 hrs	275 /hr	\$275.00
Warren, Sarah S.	0.30 hrs	190 /hr	\$57.00

TOTAL FEES	\$1,315.50
TOTAL DISBURSEMENTS	\$8.25

TOTAL CHARGES FOR THIS MATTER	\$1,323.75
--------------------------------------	-------------------

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.10 hrs	125 /hr	\$12.50
Gregory, Emma C.	0.40 hrs	190 /hr	\$76.00
Johnson, Jonathan T.	0.20 hrs	300 /hr	\$60.00
Kilinski, Jennifer L.	0.40 hrs	190 /hr	\$76.00
Walters, Jason M.	3.30 hrs	230 /hr	\$759.00
Eckert, Michael C.	1.00 hrs	275 /hr	\$275.00
Warren, Sarah S.	0.30 hrs	190 /hr	\$57.00

TOTAL FEES	\$1,315.50
TOTAL DISBURSEMENTS	\$8.25

TOTAL CHARGES FOR THIS BILL	\$1,323.75
------------------------------------	-------------------

Please include the bill number with your payment.

Riverside Management Services, Inc

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

Invoice

Date	Invoice #
5/1/2020	314

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 - May 2020 330.572.4620 ³⁸⁰	645.00	645.00
	Pool Maintenance Services - May 2020 330.572.4640	1,041.67	1,041.67
	Contract Administration - May 2020 330.572.3400	1,725.00	1,725.00
	Facility Management - Pine Ridge Plantation - May 2020 330.572.3410	4,370.92	4,370.92
	MS (A)		
		Total	\$7,782.59

RMW
5.6.20

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Re: rental refund
Date: May 13, 2020 at 3:27 PM
To: Pine Ridge Plantation prmgr@riversidemgtsvc.com
Cc: Oksana Kuzmuk okuzmuk@gmsnf.com



Will do Maria.

Oksana

Please cut a check to

Shaneska Cascante
1150 Camp Ridge Ln
Middleburg FL 32068

code to rental revenue

RECEIVED

MAY 13 2020

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

1,380,369,101

164

(A)

On May 13, 2020, at 2:56 PM, Pine Ridge Plantation <prmgr@riversidemgtsvc.com> wrote:

Good afternoon! I need to do a rental refund for Shaneska Cascante. She had the clubhouse booked at the end of May for a graduation party but at the last CDD meeting, the board voted to keep rentals closed. It was check #1295 (\$75) from my January deposit. Her address is 1150 Camp Ridge Lane. I have one other I may need a refund for as well but I'm waiting to confirm that they don't want to try and reschedule for a later date

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



The Lake Doctors, Inc.
Aquatic Management Services

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

RECEIVED

MAY 12 2020

INVOICE

Invoice #	501771
Account #	719342
Invoice Date	5/1/2020
Due Date	5/11/2020
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. Hall 5/12/20</i> <i>Lake Maint.</i> <i>001. 320. 53800. 46400 76 (A)</i>		
Customer Total Balance		\$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 #	501771
	Account #	719342
	Date	5/1/2020

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 _____
--



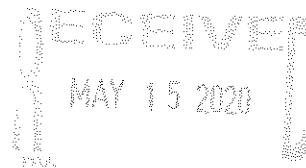
Berger, Toombs, Elam,
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

PINE RIDGE PLANTATION CDD
475 WEST TOWN PLACE, STE 114
ST. AUGUSTINE, FL 32092



Invoice No. 349797
Date 05/11/2020
Client No. 19560

Services rendered in connection with the audit of the Basic Financial Statements
as of and for the year ended September 30, 2019.

Total Invoice Amount \$ 3,100.00

46 (A)

1,310,573.322

Please enter client number on your check.
Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division For CPA Firms
Private Companies Practice Section

Member FICPA

**CLAY
TODAY**

3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200

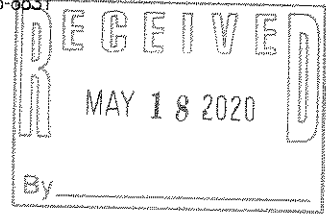
Ponte Vedra
Recorder
Not your average newspaper, not your average reader.

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 32092

Cust#:502790
Ad#:311524
Phone#:904-001-0001
Date:05/01/2020



Salesperson: Clay Legals

Classification: Legal Notice

Ad Size: 1.0 x 4.60

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	05/14/2020	05/14/2020	1	46.00	46.00

Payment Information:

Date:	Order#	Type
05/01/2020	311524	BILLED ACCOUNT

Total Amount: 46.00

Tax: 0.00

Amount Due: 46.00

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

Ad Copy

**NOTICE OF
QUALIFYING PERIOD
FOR CANDIDATES FOR THE
BOARD OF SUPERVISORS OF THE
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Pine Ridge Plantation Community Development District ("District") will commence at noon on June 8, 2020, and close at noon on June 12, 2020. Candidates must qualify for the office of Supervisor with the Clay County Supervisor of Elections located at 500 N. Orange Avenue, Green Cove Springs, Florida 32043 Ph: (904)269-6350. All candidates shall qualify for individual seats in accordance with Section 99.061, Florida Statutes, and must also be a "qualified elector" of the District, as defined in Section 190.003, Florida Statutes. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Clay County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, Florida Statutes.

The Pine Ridge Plantation Community Development District has two (3) seats up for election, specifically seats 2, 4 and 5. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2020, and in the manner prescribed by law for general elections.

For additional information, please contact the

69 (A)
1,810,573.480

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 QUALIFYING PERIOD

in the matter of

2020 ELECTION

LEGAL: 46053 ORDER: 311524

was published in said newspaper in the issues:

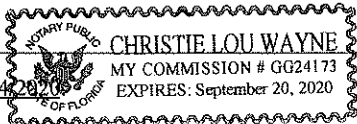
05/14/2020

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.



Sworn to me and subscribed before me 05/14/2020

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: Christic@opcfla.com

**NOTICE OF
QUALIFYING PERIOD
FOR CANDIDATES FOR THE
BOARD OF SUPERVISORS OF THE
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

Notice is hereby given that the qualifying
period for candidates for the office of
Supervisor of the Pine Ridge Plantation
Community Development District ("District")
will commence at noon on June 8, 2020, and
close at noon on June 12, 2020. Candidates
must qualify for the office of
Supervisor with the Clay County
Supervisor of Elections located at
500 N. Orange Avenue, Green Cove
Springs, Florida 32043 Ph:
(904)269-6350. All candidates shall
qualify for individual seats in
accordance with Section 99.061,
Florida Statutes, and must also be a
"qualified elector" of the District, as
defined in Section 190.003, Florida
Statutes. A "qualified elector" is any
person at least 18 years of age who is
a citizen of the United States, a legal
resident of the State of Florida and
of the District, and who is registered
to vote with the Clay County
Supervisor of Elections. Campaigns
shall be conducted in accordance
with Chapter 106, Florida Statutes.
The Pine Ridge Plantation Community
Development District has two (3) seats up for
election, specifically seats 2, 4 and 5. Each
seat carries a four-year term of
office. Elections are nonpartisan and
will be held at the same time as the
general election on November 3,
2020, and in the manner prescribed
by law for general elections.
For additional information, please contact the
Clay County Supervisor of Elections.
**Legal 46053 published May 14, 2020
in Clay County's Clay Today
newspaper**



Florida Department of Health
in Clay County
Notification of Fees Due

1/4645088
10-BID-4645088

Permit Number
10-60-00146

For: Swimming Pools - Public Pool > 25000 Gallons

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2020).

Fee Amount: \$250.00
Previous Balance: \$0.00
Total Amount Due: \$250.00

Payment Due Date: 06/30/2020 or Upon Receipt

RECEIVED RECEIVED

Mail To: Pine Ridge Plantation CDD
5385 N Nob Hill Road
Fort Lauderdale, FL 33351

MAY 15 2020

MAY 08 2020

Please verify all information below at www.myfloridahpermits.com and make changes as necessary.

Account Information:

Name: Pine Ridge Plantation
Location: 4200 Pine Ridge Parkway
Middleburg, FL 32068

Pool Volume: 103,000 gallons
Bathing Load: 114
Flow Rate: 573

Owner Information:

Name: Pine Ridge Plantation CDD
Address: 5385 N Nob Hill Road
(Mailing) Fort Lauderdale, FL 33351
Home Phone: (954) 721-8881

Work Phone: ()

Circle One: MC

Name on Card: _____

Account #: _____

Exp Date: ____/____/____ Security Code (CVV): _____

Card's Billing Address: _____

City: _____ State: _____ Zip: _____

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$ _____ For: _____

Signature _____

Date _____

Please go online to pay fee at:
www.MyFloridaEHPermit.com

Permit Number: 10-60-00146 Bill ID: 10-BID-4645088

Billing Questions call DOH-Clay at: (904) 276-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:
Florida Department of Health in Clay County
P.O. Box 678
Green Cove Springs, FL 32043

(Please RETURN Invoice with your payment)

Batch Billing ID: 20708

PERMIT HOLDERS CAN NOW

pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- ☐ No sign-up cost.
- ☐ Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- ☐ Our safe and secure system will keep your information protected.
- ☐ Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

Pay this invoice online at www.myfloridahpermits.com

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information



25 (A) 1,330,572.540

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

CCSO OFF-DUTY INVOICE

RECEIVED

MAY 15 2020

INVOICE DATE
DATE: 05/13/2020

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
04-10-2020	Neighborhood Pool and Clubhouse patrol and security	2000-0000	4.0	\$30.00	\$120.00
04-24-2020	Neighborhood Pool and Clubhouse patrol and security	1800-2200	4.0	\$30.00	\$120.00
DEPUTY SIGNATURE: TOTAL					\$240.00
<i>C. Hall 5/15/20</i> <i>Security 572 106 (A)</i> <i>001. 330. 53800. 34500</i>					

Make all checks payable to Matthew Edmonson

Thank you for your business!

460065
ad receipt



3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200



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 32092

Cust#:502790
Ad#:311617
Phone#:904-001-0001
Date:05/04/2020

Salesperson: Clay Legals

Classification: Legal Notice

Ad Size: 1.0 x 10.90

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	05/07/2020	05/07/2020	1	109.00	109.00

Payment Information:

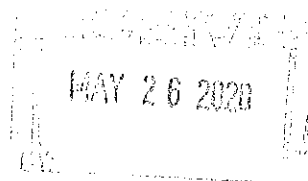
Date:	Order#	Type
05/04/2020	311617	BILLED ACCOUNT

69 (4)
1,810.513.480

Total Amount: 109.00
Tax: 0.00
Amount Due: 109.00

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

Ad Copy



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

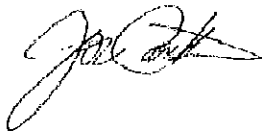
MAY MEETING

LEGAL: 46065 ORDER: 311617

was published in said newspaper in the issues:

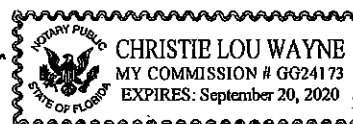
05/07/2020

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.



Sworn to me and subscribed before me 05/07/2020.

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

**NOTICE OF
 REGULAR MEETING
 OF THE BOARD OF SUPERVISORS
 PINE RIDGE PLANTATION
 COMMUNITY DEVELOPMENT
 DISTRICT**

Notice is hereby given that the Pine Ridge Plantation Community Development District ("District") will meet on Tuesday, May 19, 2020 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068 to hold a regular meeting of the Board of Supervisors ("Board") where the Board may consider any business that may properly come before it. In light of the COVID-19 public health emergency, it is anticipated that the meeting may be conducted remotely, pursuant to Zoom communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69 and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020 and April 29, 2020 ("Executive Orders") respectively, including any extensions or supplements thereof, and pursuant to Section 120.54(5)(b)2, Florida Statutes. If such Executive Orders are not extended and the Board is required to meet in person, or otherwise conditions allow the meeting to occur in person, the meeting may be held at the location stated above. Anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, www.PineRidgePlantationCDD.com, or contact the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or etorres@gmsnf.com to obtain access information. The District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 940-5850 or emailing etorres@gmsnf.com by 5:00 p.m. on Monday,

May 18, 2020 in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

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 the meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32082 or by calling (904) 940-5850, and is expected to also be available on the District's website at www.PineRidgePlantationCDD.com. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person will need a record of 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.

If you are unable to participate by telephone or by ZOOM, please contact the District Manager's office at (904) 940-5850 or etorres@gmsnf.com for further accommodations.

Ernesto Torres

District Manager

Legal 46065 published May 7, 2020 in Clay County's Clay Today newspaper

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Fwd: rental refund needed
Date: May 22, 2020 at 5:37 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Pine Ridge Plantation prmgr@riversidemgtsvc.com



Thanks Maria.

Oksana,

Please process refund from rental revenue.

RECEIVED

MAY 22 2020

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: rental refund needed
Date: May 22, 2020 at 5:05:15 PM EDT
To: Bernadette Peregrino <bperegrino@gmsnf.com>

Good evening! I have another rental refund I need issued please and thank you. Would have been part of my February deposit summary. Name on the check is Raquel Brown, check #304 in the amount of \$150. If you could please send it to 4448 Oak Moss Loop, Middleburg 32068. Was supposed to be for a graduation party but the CDD board has decided to still suspend rentals of the facility for the time being

Have a great weekend

Thanks!

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

165 1,300,369.10/
(A)

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

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

May 31, 2020

RECEIVED

Bill Number 115065

Billed through 04/30/2020

JUN 01 2020

5 (A)

1,810.573.815

General Counsel/Monthly Meeting

PRIDGE 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

04/01/20	JJ	Follow up on preparation of protocol for conducting and noticing virtual meetings; review and edit materials regarding same.	0.10 hrs
04/01/20	JMW	Review revised methodology; confer with Torres; review assessment roll issues.	0.70 hrs
04/01/20	AHJ	Review amenity closure spreadsheet; prepare electronic transmission of form of notice of general election and correspondence regarding same.	0.20 hrs
04/02/20	SSW	Research and attend various city and county commission virtual meetings; prepare and circulate correspondence regarding procedures for conducting virtual meetings and providing opportunity for public participation.	0.20 hrs
04/06/20	JLK	Research and review executive orders regarding recreation and amenity facilities.	1.00 hrs
04/08/20	JMW	Review amended assessment report; confer with staff regarding same.	0.70 hrs
04/09/20	JMW	Confirm project completion status; confer with Zare; confer with Ritter.	0.60 hrs
04/09/20	AHJ	Finalize electronic transmission of form of notice of general election and correspondence regarding same.	0.20 hrs
04/10/20	JMW	Review draft audit report; review roadway credit agreement and status; review completions issues.	1.40 hrs
04/16/20	JMW	Confer with Gaver regarding elections provisions.	0.20 hrs
04/21/20	JMW	Review assessment roll and county information; confer with Fulks and Perry regarding same.	0.70 hrs
04/22/20	JMW	Review draft audit report; confer with staff regarding same.	0.90 hrs
04/22/20	AHJ	Finalize electronic transmission of form of notice of qualifying period and correspondence regarding same; transmit to district manager.	0.10 hrs
04/29/20	JMW	Review draft meeting issues; confer with Torres; prepare updated landscape agreement; review prior agreements.	0.90 hrs

Total fees for this matter

\$1,723.50

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.50 hrs	125 /hr	\$62.50
Johnson, Jonathan T.	0.10 hrs	300 /hr	\$30.00
Kilinski, Jennifer L.	1.00 hrs	190 /hr	\$190.00
Walters, Jason M.	6.10 hrs	230 /hr	\$1,403.00
Warren, Sarah S.	0.20 hrs	190 /hr	\$38.00

TOTAL FEES \$1,723.50

TOTAL CHARGES FOR THIS MATTER **\$1,723.50**

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.50 hrs	125 /hr	\$62.50
Johnson, Jonathan T.	0.10 hrs	300 /hr	\$30.00
Kilinski, Jennifer L.	1.00 hrs	190 /hr	\$190.00
Walters, Jason M.	6.10 hrs	230 /hr	\$1,403.00
Warren, Sarah S.	0.20 hrs	190 /hr	\$38.00

TOTAL FEES \$1,723.50

TOTAL CHARGES FOR THIS BILL **\$1,723.50**

Please include the bill number with your payment.



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

Invoice

Date

6/1/2020

Invoice #

131295592779

Terms	Net 20
Due Date	6/21/2020
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
<i>C. Aul 5/28/20</i> <i>Pool Chemicals</i> <i>001.330.57200.46500</i> <i>31 A</i>				

RECEIVED

MAY 28 2020

Total 1,025.52
Amount Due \$1,025.52

Remittance Slip

Customer
13GMS100
Invoice #
131295592779

Amount Due \$1,025.52

Amount Paid

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



131295592779

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

RECEIVED

MAY 28 2020

Bill To:

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

Invoice #: 315

Invoice Date: 5/18/2020

Due Date: 5/18/2020

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance April 1 - April 30, 2020		1,209.16	1,209.16
Maintenance Supplies		789.31	789.31
Gen. Fac. Maint. - \$1250.00 001. 330. 57200. 46000			
Repairs & Maint. - Field - \$439.98 001. 320. 53800. 46000			
Sanitorial Supplies - \$212.06 001. 330. 57200. 46201			
Office Supplies - \$95.93 001. 330. 57200. 51000			
C. Hall s/ce 93 (A)			

Total \$1,998.47

Payments/Credits \$0.00

Balance Due \$1,998.47

RMS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF APRIL 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/2/20	4	R.W.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
4/2/20	4	S.A.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
4/6/20	3	C.P.	Removed debris around amenity center, parking lot, playground, along main road and common areas, checked and changed all trash receptacles on pool deck and playground, organized pool deck furniture, emptied and restocked dog receptacles
4/9/20	3	C.P.	Organized pool deck furniture, removed debris around amenity center, playground, parking lot, along main road and common areas, checked and changed trash receptacles on playground
4/16/20	3	C.P.	Removed debris around amenity center, playground, parking lot, main road and common areas, checked and changed all trash receptacles and dog receptacles
4/16/20	2	T.C.	Pick up and installed new life rings
4/20/20	3	C.P.	Removed debris along main road, common areas, amenity center, parking lot and playground, checked and changed trash receptacles on pool deck and playground, checked and restocked dog receptacles
4/23/20	3	C.P.	Blew leaves and debris off patio and pool deck, checked and changed trash receptacles on pool deck and playground, checked and changed dog receptacles, removed debris around amenity center, parking lot, playground, common areas and along main road
4/27/20	3	C.P.	Removed debris around amenity center, common areas, parking lot, playground and along roadways, checked and changed all trash receptacles, emptied dog pots, blew leaves and debris off patio and pool deck
4/30/20	3	C.P.	Removed debris around amenity center, along main road, parking lot, playground and common areas, checked and changed all trash receptacles and dog pots, blew leaves and debris off patio and pool deck
TOTAL	<u>31</u>		
MILES	<u>279</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

Period Ending 05/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE	4/1/20	Razor-Back Poweredge	34.48	C.P.
	4/1/20	5 gallon Bucket	4.00	C.P.
	4/2/20	John Deere Gator/Trailer Rental	70.00	R.W.
	4/2/20	Contractor Trash Bags	22.94	R.W.
	4/2/20	Gas for John Deere Gator	7.50	R.W.
	4/8/20	24" Life Rings (2)	123.03	C.H.
	4/8/20	Multifold Towels 1 Case	34.93	C.H.
	4/9/20	42 gallon Trash Bags 50ct	29.87	C.P.
	4/13/20	Trash Grabber	34.48	C.P.
	4/20/20	Manila Folders 100pk (2)	29.51	M.C.
	4/20/20	Color Ink Cartridge 3 pack (2)	66.42	M.C.
	4/20/20	Dog Waste Bags 10 cases of 200 bags	70.18	M.C.
	4/20/20	Toilet Paper 10 Rolls (2)	25.25	C.P.
	4/20/20	PLC 13w PL-C 4 pln (5)	40.08	C.P.
	4/23/20	PLC 18w PL-C (6)	48.09	C.P.
	4/23/20	CLX Cleaner Spray	4.45	C.P.
	4/30/20	Clorox Bleach 320oz (2)	8.90	C.P.
	4/30/20	Disposable Gloves 50ct	5.72	C.P.
	5/1/20	Stop the Spread Signs (2)	20.29	C.H.
	5/1/20	Please Wash Your Hands Signs (4)	28.70	C.H.
	5/5/20	1 gallon Hand Sanitizers (2)	80.50	C.H.
			0.00	
		TOTAL	\$789.31	



Main: 8409 Baymeadows Way, Suite 12, Jacksonville, Florida 32255
904-355-5100 • Fax: 904-383-1499 • Toll Free: 800-228-8305
www.turnerpest.com

Service Slip/Invoice

INVOICE: 6545678
DATE: 5/11/2020
ORDER: 6545678

Bill To: [347869]

Pineridge Plantation
Amanda Rentsch
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

RECEIVED Work

Location:

[347869] 904-291-8878

MAY 28 2020

Pineridge Plantation
Amanda Rentsch
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

Work Date	Time	Target Pest	Technician	Time In
5/11/2020	10:00 AM	GHP		10:00 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	5/11/2020		10:32 AM

Service	Description	Price
CPCQ	Commercial Pest Control - Quarterly Service	94.00
		SUBTOTAL \$94.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$94.00
		AMOUNT DUE \$94.00
		TECHNICIAN SIGNATURE
		Cranford
		CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

VGlobalTech
636 Fanning Drive
Winter Springs, FL 32708 US
contact@vglobaltech.com
www.vglobaltech.com

VGlobalTech
EXPERIENCE INNOVATION



INVOICE

RECEIVED

JUN 01 2020

BILL TO

Pine Ridge Plantation CDD
219 E. Livingston Street
Orlando, FL 32801
United States

INVOICE # 1658
DATE 05/16/2020
DUE DATE 05/16/2020
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/01/2019	Web Design:Website ADA Compliance - Type L Perform ADA Compliance check, update / rebuild current site with new ADA plugins, update html code for compliance, image tags etc. Convert 2 years worth of documents to RTF's. Document before and after for ADA errors as per WAVE Checker tool. (See proposal for details)	1	2,675.00	2,675.00

Missed sending ADA webdesign invoice. Please make check payable to VGlobalTech.

BALANCE DUE

\$2,675.00

166 @

1.810 513.492

46168
adreceipt



3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200



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 32092

Cust#:502790
Ad#:312314
Phone#:904-001-0001
Date:05/27/2020

Salesperson: Clay Legals Classification: Legal Notice Ad Size: 1.0 x 12.50

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	06/04/2020	06/04/2020	1	125.00	125.00

Payment Information:

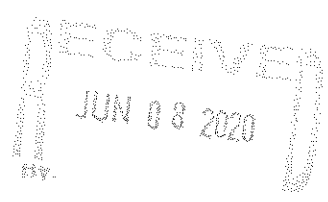
Date: 05/27/2020 Order#: 312314 Type: BILLED ACCOUNT

69 (A) 1.310.573.480

Total Amount: 125.00
Tax: 0.00
Amount Due: 125.00

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

Ad Copy



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 SPECIAL MEETING

in the matter of

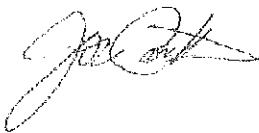
JUNE 15TH MEETING

LEGAL: 46168 ORDER: 312314

was published in said newspaper in the issues:

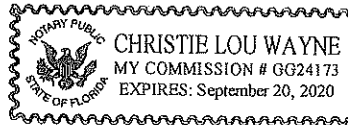
06/04/2020

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.



Sworn to me and subscribed before me 06/04/2020.

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

**NOTICE OF
SPECIAL MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT
PUBLIC MEETING HELD
DURING PUBLIC HEALTH
EMERGENCY DUE TO
COVID-19**

Notice is hereby given that the Board of Supervisors ("Board") of the Pine Ridge Plantation Community Development District ("District") will hold a special meeting of the Board of Supervisors on Monday, June 15, 2020 at 6:00 p.m. to be conducted by telephonic or video conferencing communications media technology ZOOM pursuant to Executive Orders 20-52, 20-69 and 20-123, issued by Governor DeSantis, respectively, and pursuant to Section 120.54(5)(b)2, Florida Statutes. Anyone wishing to access and participate in the meeting should refer to the District's website www.PineRidgePlantationCDD.com or contact the District Manager at ETorres@gmsnf.com or (904) 940-5850 beginning seven (7) days in advance of the meeting to obtain access information. The meeting is being held for the necessary ongoing District operations. At such time the Board is so authorized and may consider any business that may properly come before it.

While it is necessary to hold the above referenced meeting of the District's Board of Supervisors utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager at ETorres@gmsnf.com by Friday, June 12, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting. Participants may also submit questions or comments to the District Manager by telephone by calling (904) 940-5850 by the same time noted above. Anyone wishing to listen and participate in the meeting can do so by video or telephone conference. Instructions to join the meeting by video or telephone

conference are available at www.PineRidgePlantationCDD.com. A copy of the agenda may be obtained by contacting the District Manager at ETorres@gmsnf.com or (904) 940-5850 during normal business hours or on the District's website at www.PineRidgePlantationCDD.com.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. Any person requiring special accommodations in order to access and participate in the meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

As indicated above, this meeting will be conducted by media communications technology. Anyone requiring assistance in order to obtain access to the telephonic, video conferencing, or other communications media technology being utilized to conduct this meeting should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. Similarly, any person requiring or that otherwise may need assistance accessing or participating in this meeting because of a disability or physical impairment is strongly encouraged to contact the District Manager's Office at least forty-eight (48) hours in advance so that arrangements may be made.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meetings is advised that person will need a record of 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.

Ernesto Torres
District Manager

Legal 46168 published June 4, 2020 in Clay County's Clay Today newspaper

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**Invoice #: 202
Invoice Date: 6/1/20
Due Date: 6/1/20
Case:
P.O. Number:

RECEIVED

JUN 04 2020

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

Description	Hours/Qty	Rate	Amount
Management Fees - June 2020 1.310.513.340		3,690.83	3,690.83
Website Administration - June 2020 491		100.00	100.00
Information Technology - June 2020 357		83.33	83.33
Dissemination Agent Services - June 2020 313		416.67	416.67
Office Supplies 425		10.00	10.00
Postage 425		16.06	16.06
Copies 410		174.90	174.90
3 (A)			
Total			\$4,491.79
Payments/Credits			\$0.00
Balance Due			\$4,491.79

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 317
Invoice Date: 6/9/2020
Due Date: 6/9/2020
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through May 2020 330,572,3411 73 (A)	88.5	25.00	2,212.50
Total			\$2,212.50
Payments/Credits			\$0.00
Balance Due			\$2,212.50

Row
6,9,20

Riverside Management Services, Inc

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

Invoice

Date	Invoice #
6/1/2020	316

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

RECEIVED

JUN 04 2020

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - June 2020 320,572,46201 ³³⁰	645.00	645.00
	Pool Maintenance Services - June 2020 330,572,4640	1,041.67	1,041.67
	Contract Administration - June 2020 330,572,3400	1,725.00	1,725.00
	Facility Management - Pine Ridge Plantation - June 2020 330,572.3410	4,370.92	4,370.92
95 (A)			
Total			\$7,782.59

R.M.W.
6,1,20

PINE RIDGE CDD ←

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
88.5	Facility Assistant	\$ 25.00	\$ 2,212.50

Covers Period: May 2020

GL # 330,572.3411

TOTAL DUE:

\$ 2,212.50

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 2724



June 2020
Invoice #67238

Billing Address	RECEIVED	Shipping Address
PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068	JUN 11 2020	PINE RIDGE CDD C/O GMS 4200 PINE RIDGE PLANTATION MIDDLEBURG FL 32068

Project/Job	Invoice Date	Due Date	Terms	PO#
	6/1/2020	7/1/2020	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

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 6/11/20
Landscape Maint.
001.320.53800.46200
134 ④



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

RECEIVED

JUN 11 2020

BILL TO

Pine Ridge Plantation Amenity Center

SHIP TO

Pine Ridge Plantation Amenity Center

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	REMARKS
22602	06/09/2020	\$140.00	06/19/2020	Due 10 days from receipt	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
	SERVICE REQUEST 27323 - DELIVER CASE OF WIPES		
06/09/2020	Shipping/ Handling Jun 9, 2020: Shipping and Handling Estimate:	1	20.00
06/09/2020	PARTS Jun 9, 2020: Parts for Repair: ROLLS OF WIPES	4	120.00
BALANCE DUE			\$140.00

C. Hall 6/11/20

Janitorial Supplies

001.330.57200.46201

33 (A)

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:06/09/2020

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

Thank you for your business!



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

RECEIVED

JUN 11 2020

INVOICE

Invoice #	507974
Account #	719342
Invoice Date	6/1/2020
Due Date	6/11/2020
Rep	ERW

Bill To PINE RIDGE PLANTATION CDD GOVERNMENTAL MANAGEMENT SERVICES 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FLORIDA 32092
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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>C. Hall 6/11/20</i> <i>Lake Maintenance</i> <i>001. 320. 53800. 46400</i> <i>76 A</i> Customer Total Balance \$670.00	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 #	507974
Account #	719342
Date	6/1/2020

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	
Card #	Mastercard Visa American Express
Card Verification #	
Exp. Date #	
Print Name	
Billing Address:	Check box if same as above
Signature	

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 06/14/2020

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

Thank you for your business!

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
5/14/20	00017	5/09/20 05092020	202005 300-15100-10100		*	200,000.00	
		TRANSFER TO SBA #322381					
PINE RIDGE PLANTATION CDD C/O STATE							200,000.00 000030

TOTAL FOR BANK B						200,000.00	
TOTAL FOR REGISTER						200,000.00	

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT**

RECEIVED

Capital Reserve Fund

MAY 08 2020

Check Request

Date	Amount	Authorized By
May 9, 2020	\$200,000.00	Bernadette Peregrino

Payable to:

Pine Ridge Plantation CDD #17

Date Check Needed:

Budget Category:

ASAP	2.300.15100.10100
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Intended Use of Funds Requested:

Transfer of excess Capital Reserve fund to new SBA account
Acct #322381
(Attach supporting documentation for request.)