

**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.

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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?

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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

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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.

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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

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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.

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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.

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SEVENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:

Ernesto Torres

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Secretary / Assistant Secretary

DocuSigned by:

Matt Biagetti

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Chairman / Vice Chairman