

PINE RIDGE PLANTATION

Community Development District

October 19, 2021

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

October 11, 2021

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, October 19, 2021 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comments
- III. Consideration of Resolution 2022-01, Approving RFP Documents for Recreation Improvement Project
- IV. Consideration of Construction Related Documents
- V. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Engineer - Ratification of Requisition 4-6 (Series 2020 Project)
 - D. Operations Manager
 - 1. Report
 - 2. Entry Sign Proposal
 - 3. Landscape Quality Inspection Report
 - 4. Proposal for Beam Repair

E. Amenity Manager

VI. Public Comments / Supervisor's Requests

VII. Approval of Consent Agenda

A. Approval of the Minutes of the July 26, 2021 Meeting and August 24, 2021 Special Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending September 30, 2021

C. Assessment Receipts Schedule

D. Approval of Check Register

VIII. Next Scheduled Meeting – 11/16/21 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

IX. Adjournment

THIRD ORDER OF BUSINESS

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT APPROVING REQUEST FOR PROPOSAL DOCUMENTS FOR THE DISTRICT'S RECREATION IMPROVEMENT PROJECT; 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 created and existing pursuant to Chapter 190, *Florida Statutes* (the "Act"); and

WHEREAS, the Act authorizes the District to construct, operate, and maintain amenity and recreation facilities and associated neighborhood improvements; and

WHEREAS, it is in the District's best interests to competitively solicit proposals through a Request for Proposals ("RFP") process for its Recreation improvement project (the "Project"); and

WHEREAS, the Board desires to approve in substantial form the RFP notice and Evaluation Criteria for the Project attached hereto as **Exhibit A**; and

WHEREAS, the Board desires to authorize the Chairman or Vice Chairman, in consultation with District staff, to effectuate any revisions to the documents attached as **Exhibit A**, and the preparation of the additional documents necessary to prepare a final RFP project manual for the Project, and other documents that are in the best interests of the District;

WHEREAS, the Board further desires to authorize the Chairman or Vice Chairman, in consultation with District staff, to approve the scope of the Project that will be subject to the RFP, the timing of the RFP notice, and all procedural matters related to the RFP.

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

SECTION 1. All of the representations, findings and determinations contained above are recognized as true and accurate, and are expressly incorporated into this Resolution.

SECTION 2. The Board hereby approves in substantial form the documents attached hereto as **Exhibit A**, and subject to further review and revision by District staff as finally approved by the Chairman or Vice Chairman.

SECTION 3. The Board hereby authorizes the Chairman, in consultation with District staff, to 1) effectuate any revisions to the documents attached as **Exhibit A**, and the preparation

of the additional documents necessary to prepare the RFP; and 2) approve the scope of the Project that will be subject to the RFP, the timing of the RFP notice, and all procedural matters related to the RFP. Consistent with such approvals, the Chairman, District Manager, District Counsel, District Engineer, , District Architect, Secretary, and Assistant Secretaries are hereby authorized, upon the adoption of this Resolution, to do all acts and things required of them to effect the procurement contemplated by the RFP, and all acts and things that may be desirable or consistent with the RFP's requirements or intent. The Chairman and Secretary are hereby further authorized to execute any and all documents necessary to affect the RFP. The Vice Chairman shall be authorized to undertake any action herein authorized to be taken by the Chairman, in the absence or unavailability of the Chairman, and any Assistant Secretary shall be authorized to undertake any action herein authorized to be taken by the Secretary, in the absence or unavailability of the Secretary.

SECTION 4. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 5. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 19th day of October, 2021.

ATTEST:

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

Secretary

Chairman/Vice Chairman

Exhibit A: RFP Notice and Evaluation Criteria

Exhibit A

RFP Notice and Evaluation Criteria

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSAL FOR
PINE RIDGE PLANTATION _____ RECREATION PROJECT**

Notice is hereby given that the Pine Ridge Plantation Community Development District ("District") will receive proposals for the following District project:

PINE RIDGE PLANTATION _____ RECREATION PROJECT

The contract will require contractors to provide for the construction, labor, materials, and equipment necessary to construct (Insert description of improvements subject to RFP) and other associated scopes as more particularly described in the Project Manual and in accordance with the plans and specifications.

The Project Manual, consisting of the proposal package, contract, proposal form, plans, and other materials, will be available for public inspection and may be obtained beginning _____, 202__ at ____:00 ____m. from England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258 (904) 642-8990. Plans may be obtained only as full size (24x36). It is recommended that prospective proposers email orders to _____, P.E. (insert e-mail address) in advance to avoid printing delay and for cost information. Proposers may purchase as many Project Manuals as they would like. No partial Project Manual or plans will be available. The Project Manual will be available for pickup at the offices of England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

There will be a **pre-bid proposal conference** at England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258, on _____, 202__ at ____:____m.

Proposals will be evaluated in accordance with the criteria included in the Project Manual. **The District reserves the right to reject any and all proposals, make modifications to the work, award the contract in whole or in part with or without cause, provide for the delivery of the project in phases, and waive minor or technical irregularities in any Proposal, as it deems appropriate, if it determines in its discretion that it is in the District's best interests to do so.** Any protest of the Project Manual, including the terms and specifications, must be filed with the District within 72 hours of pickup of the Project Manual, together with a protest bond in a form acceptable to the District and in the amount of \$10,00.00. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses and attorney's fees associated with hearing and defending the protest. Failure to timely file a protest will result in a waiver of proceedings under Chapter 190, Florida Statutes, and other law.

Firms desiring to provide construction services for the referenced project must submit one original and eight copies of the required proposal no later than 5:00 p.m. on _____, 202__ at the offices of England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258. The District's Engineer will conduct a special public meeting at that place and time to publicly open the proposals. No official action will be taken at the meeting. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law including but not limited to Chapter 190, Florida Statutes. A copy of the agenda for the meeting may be obtained from the District Engineer, at England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258, or _____, P.E. (insert e-mail address). The meeting may be continued in progress without additional notice to a time, date, and location stated on the record. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at least forty-eight (48) hours before the meeting by contacting Governmental Management Services, LLC, the District Manager, at (904) 940-5850, or at 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Proposals shall be in the form provided in the Project Manual and submitted in a sealed envelope pursuant to the Instructions to Proposers. The District reserves the right to return unopened to the Proposer any proposals received after the time and date stipulated above. Each proposal shall remain binding for a minimum of one hundred and twenty (120) days after the proposal opening.

The successful Proposer will be required upon award to furnish a payment and performance bond for one hundred percent (100%) of the value of the contract, with a Surety acceptable to the District, in accordance with section 255.05, Florida Statutes.

All questions regarding the Project Manual or this project shall be directed in writing only to England-Thims & Miller, Inc., 14775 Old St. Augustine Road, Jacksonville, Florida 32258, or _____, P.E. (insert e-mail address). No phone inquiries please.

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
Request for Proposals – _____ Recreation Construction Project
Evaluation Criteria

1. *Personnel.* (10 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel, including the project manager and field supervisor; present ability to appropriately staff and manage this project; evaluation of existing workload; proposed staffing levels, etc.)

2. *Proposer's Experience.* (20 Points)

(E.g. past record and experience of the respondent with Pine Ridge Plantation CDD; past record and experience in similar projects and with other CDD's and units of government; volume of work previously performed by the firm; character, integrity, reputation, of respondent, etc.)

3. *Understanding of Scope of Work.* (10 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. *Financial Capability.* (10 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity, necessary to complete the services required.

5. *Price.* (25 Total Points)

Points available for price will be allocated as follows:

15 Points will be awarded to the Proposer submitting the lowest cost proposal , (i.e., the summation of the unit price extensions using quantity estimates provided, the allowances shown, plus the proposal contractor's fee) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's bid and the low bid.

10 Points are allocated for the reasonableness of unit prices and balance of bid.

6. *Schedule.* (25 Points)

Points available for schedule will be allocated as follows:

15 Points will be awarded to the Proposer submitting the proposal with the most expedited construction schedule (i.e. the fewest number of days) for completing the work. All other proposals will receive a percentage of this amount based upon the difference between the Proposer's timeline and the most expedited construction schedule.

10 Points will be allocated based on the Proposer's ability to credibly complete the project within the Proposer's schedule without a premium cost for accelerated work and demonstrate on-time performance. These points will also take into account the demonstration of Proposer's understanding (through presentation in the proposal of a milestone schedule) of how to meet the required substantial and final completion dates and the delivery approach outlined in the Project Manual.

FIFTH ORDER OF BUSINESS

C.

FORM OF REQUISITION FOR SERIES 2020 PROJECT

The undersigned, an Authorized Officer of Pine Ridge Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor in trust to SunTrust Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of September 1, 2006 (the "Master Indenture"), as supplemented by the Second Supplemental Trust Indenture from the District to the Trustee, dated as of September 1, 2020 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 4

(B) Name of Payee: Basham & Lucas Design Group, Inc.
7645 Gate Parkway, Suite 101
Jacksonville, FL 32256

(C) Amount Payable: \$ 18,600.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related to Pine Ridge Plantation Amenity – Invoice 8499

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

The undersigned hereby certifies that:

☒ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2020A Acquisition and Construction Account referenced above, that each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Series 2020 Project and each represents a Cost of the Series 2020 Project, and has not previously been paid out of such Account;

OR

☐ this requisition is for costs of issuance payable from the Series 2020A Costs of Issuance Account that has not previously been paid out of such Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set

forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.


Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: 
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2020A Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2020 Project and is consistent with (i) the applicable acquisition or construction contract, (ii) the plans and specifications for the portion of the Series 2020 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.


Consulting Engineer

June 15, 2021



7645 Gate Parkway Suite 101
Jacksonville, FL 32256
(904) 731-2323

www.bashamlucas.com

Invoice

DATE	INVOICE #
6/14/2021	8499

BILL TO
Pine Ridge Plantation CDD Ernesto Torres c/o Governmental Management Services, LLC 475 W. Town Place, Suite 114 St. Augustine, FL 32092

PROJECT	Pine Ridge Plantation Amenity/CD-(21-21)				
CONTRACT SERVICES	CONTRACT	TO DATE	Total %	AMOUNT DUE	
Part 1: Amenity Area Enhancement Concept	5,200.00	5,200.00	100.00%	0.00	
Part 2: Amenity Area Design Development	12,200.00		100.00%	12,200.00	
Part 3: Architectural Renovation Documents of the Existing Building (limited to fitness expansion-only)	17,800.00		25.00%	4,450.00	
Part 4: Interior Design Construction Documents for the Fitness Expansion	3,500.00		0.00%	0.00	
Part 5: Hardscape Construction Documents	7,800.00		25.00%	1,950.00	
Part 6: Amenity Area Site Electrical Engineering	2,100.00		0.00%	0.00	
Part 7: Swimming Pool & Spray Park Engineering Documents (max. 2,500 sf wet area)	17,500.00		0.00%	0.00	
Part 8: Amenity Area Landscape Architecture Design	4,800.00		0.00%	0.00	
Part 10: Fine Grading Design of the Pool (area within the fence)	3,200.00		0.00%	0.00	
			TOTAL	\$18,600.00	

FORM OF REQUISITION FOR SERIES 2020 PROJECT

The undersigned, an Authorized Officer of Pine Ridge Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor in trust to SunTrust Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of September 1, 2006 (the "Master Indenture"), as supplemented by the Second Supplemental Trust Indenture from the District to the Trustee, dated as of September 1, 2020 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 5

(B) Name of Payee: Hopping Green & Sams
119 S. Monroe Street, Suite 300
Tallahassee, FL 32314

(C) Amount Payable: \$ 130.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related to Project Construction – Invoice 124403 (May 2021)

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

The undersigned hereby certifies that:

☒ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2020A Acquisition and Construction Account referenced above, that each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Series 2020 Project and each represents a Cost of the Series 2020 Project, and has not previously been paid out of such Account;

OR

☐ this requisition is for costs of issuance payable from the Series 2020A Costs of Issuance Account that has not previously been paid out of such Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set

forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

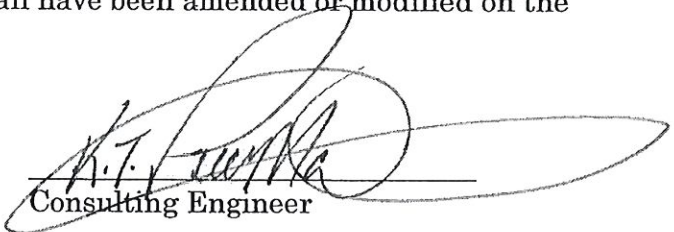
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: 
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2020A Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2020 Project and is consistent with (i) the applicable acquisition or construction contract, (ii) the plans and specifications for the portion of the Series 2020 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.


Consulting Engineer

August 17, 2021

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

June 30, 2021

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

Bill Number 124403
Billed through 05/31/2021

Project Construction

PRIDGE 00103 WSH

FOR PROFESSIONAL SERVICES RENDERED

05/25/21 WSH Prepare work authorization for Basham and Lucas. 0.50 hrs

Total fees for this matter \$130.00

MATTER SUMMARY

Haber, Wesley S. 0.50 hrs 260 /hr \$130.00

TOTAL FEES \$130.00

TOTAL CHARGES FOR THIS MATTER \$130.00

BILLING SUMMARY

Haber, Wesley S. 0.50 hrs 260 /hr \$130.00

TOTAL FEES \$130.00

TOTAL CHARGES FOR THIS BILL \$130.00

Please include the bill number with your payment.

FORM OF REQUISITION FOR SERIES 2020 PROJECT

The undersigned, an Authorized Officer of Pine Ridge Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor in trust to SunTrust Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of September 1, 2006 (the "Master Indenture"), as supplemented by the Second Supplemental Trust Indenture from the District to the Trustee, dated as of September 1, 2020 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 6

(B) Name of Payee: Basham & Lucas Design Group, Inc.
7645 Gate Parkway, Suite 101
Jacksonville, FL 32256

(C) Amount Payable: \$ 900.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related to Pine Ridge Plantation Amenity – Invoice 8600

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

The undersigned hereby certifies that:

☒ obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2020A Acquisition and Construction Account referenced above, that each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Series 2020 Project and each represents a Cost of the Series 2020 Project, and has not previously been paid out of such Account;

OR

☐ this requisition is for costs of issuance payable from the Series 2020A Costs of Issuance Account that has not previously been paid out of such Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set

forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: Maurice G. Lee
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2020A Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2020 Project and is consistent with (i) the applicable acquisition or construction contract, (ii) the plans and specifications for the portion of the Series 2020 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

K.T. [Signature]
Consulting Engineer

August 26, 2021



Basham & Lucas Design Group Inc.

7645 Gate Pkwy Ste 101
Jacksonville, FL 32256 US
(904) 731-2323
www.bashamlucas.com

INVOICE

BILL TO
Pine Ridge Plantation CDD
Ernesto Torres
c/o Governmental Management Services, LLC
475 W. Town Place, Suite 114
St. Augustine, FL 32092

INVOICE 8600
DATE 08/26/2021
TERMS Due on receipt
DUE DATE 08/31/2021

PROJECT NAME
(21-21) Pine Ridge Plantation

CONTRACT SERVICES	CONTRACT	DUE	AMOUNT DUE
Part 3: Architectural Renovation Documents of the Existing Building (limited to fitness expansion only)	17,800.00	0.00 of 17,800.00	0.00
Part 4: Interior Design Construction Documents for the Fitness Expansion	0.00	0.00 of 0.00	0.00
Part 5: Hardscape Construction Documents	7,800.00	0.00 of 7,800.00	0.00
Part 6: Amenity Area Site Electrical Engineering	2,100.00	0.00 of 2,100.00	0.00
Part 7: Swimming Pool & Spray Park Engineering Documents (max. 2,500 sf wet area)	17,500.00	0.00 of 17,500.00	0.00
Part 8: Amenity Area Landscape Architecture Design	4,800.00	0.00 of 4,800.00	0.00
Part 10: Fine Grading Design of the Pool (area within the fence)	3,200.00	0.00 of 3,200.00	0.00
Additional Services: CDD Meetings. 7/26/21 - 2.5hrs @ \$200/hr 8/24/21 - 2hrs @ \$200/hr	200.00		900.00

BALANCE DUE **\$900.00**

Estimate Summary

Estimate 20-129	70,600.00
Invoice 8415	6,800.00

Invoice 8499	18,600.00
This invoice 8600	\$900.00
Total invoiced	26,300.00

D.

1.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-509-6445

Date: October 19, 2021
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager &
Brian Stephens, Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- AllWeather Contractors began installation of the replacement beams on August 16th. Installation was completed within 14 days.
- Playground mulch was installed on August 19th.
- Palms trees at the amenity center were pruned on September 28th.
- A pressure washer was purchased to keep on site.
- The playground equipment was pressure washed and a torch was used to help restore the green top caps to their original color.
- The playground benches and picnic tables have been repainted due to areas of missing paint.
- The main entry gate was repainted to address areas of chipped and peeling paint.
- All of the toilet seats were tightened to prevent the seats from wiggling.
- RMS staff did a deep clean/scrubbing of the tiles and grout in the clubhouse kitchen.
- RMS staff cleaned out the curbs along Tynes Blvd and Pine Ridge Pkwy. There was a buildup of grass and weeds in many areas preventing water from draining along the roadways.
- Two additional dog waste stations were purchased and installed in common areas throughout the community. Total number of dog waste stations are currently at 8.

- Several security cameras were repositioned to provide a better view of the pool and pool deck.

Landscaping & Lakes:

- Down to Earth continues to maintain the grounds throughout.
- RMS and Down to Earth are meeting monthly for a landscape inspection.
- Down to Earth has started mowing the natural areas throughout the community and will be lifting the tree canopies.
- Lake Doctor's continues to maintain the lakes.
- A proposal from Lake Doctors was requested to add the 2 additional lakes in the new phase.
- RMS continues to inspect and clean all the lakes and outfall structures.

Amenity Manager:

- The community yard sale was held on September 25th and 26th from 8 a.m. to 1 p.m.
- The Annual Halloween event will be held on October 30th and feature a haunted house.
- Halo-Halong Sangkap Pinoy Eats was at the amenity center on July 24th from 2 to 5 p.m. and again on August 7th from 3 to 6 p.m.
- Mini Good things was at the amenity center on August 17th from 5 to 8 p.m. They served alongside San Marco Chz Fry Co
- Twisted Philly Steaks was at the amenity center on August 23rd from 5 to 8 p.m.
- Frozen Sweets Truck was at the amenity center on August 22nd and again on September 5th from 3 to 6 p.m.

- The Lumpia Lady was at the amenity center on September 19th from 5 to 8 p.m.
- San Marco Chz Fry Co was at the amenity center on October 7th from 5 to 8 p.m. They are scheduled to return on November 4th and December 8th
- Abstrakt Filipino Essence and Halo-Halong Sangkap Pinoy Eats were both at the amenity center on October 12th from 5 to 8 p.m. They are both scheduled to return to the facility on November 10th and again on December 7th
- Backwood Meat Smokerz BBQ was at the amenity center on October 6th from 5 to 8 p.m. and will be returning to facility on November 18th
- Hibashi Party will be at the amenity center on October 20th from 5 to 8 p.m. and they are also scheduled for November 11th and December 15th

Should you have any questions or comments regarding the above information, please feel free to contact me at (904) 627-9271 or Rich at (904) 759-8923.

3.



OCTOBER 2021

Meeting Notes w/ Brian Stephens @Pine Ridge

Punch List & Action Items :

- Cut back the ornamental Muhly Grasses on Pine Ridge Pkwy, West Ridge Cir, and Tynes
- Lift Tree canopy on Tynes Blvd and Pine Ridge Pkwy (Full day job – need loader/saws)
- Remove small 3" caliper oak on Pine Ridge Pkwy & quote to replace
- Treat trees/shrubs around pool/common areas w/ Fert and Pest
- Inspect/treat Indian hawthorn outside pool area at pool entrance
- Pull dead shrubs / Clean Juniper at main entrance
- Please do not cut back flax lily's in medians this year
- Replace Pine straw on Berm @ Tynes blvd. – Needs it (in contract)
- Replace Mulch medians and beds (in contract)
- Remove and quote to replace 4 Little Gem Magnolias
- Please do not lift the little gem canopy's unless really needed.
- Please push tree line and grass line to extend service area around Tropical Pine pond.
- Please come up with a plan to begin servicing Caribbean Pine pond (being developed)
- Begin to maintain a small area of turf located across the street from charter school
- Schedule F&P for inspection and treatment of entire property
- Maintain sidewalk easements on Camp Ridge, Lantern Light trail, and Camp Ridge Ln
- Please hold off on mowing, edging, weed eating or blowing on Tynes Blvd until kids are at school.

SEPTEMBER 2021

Meeting Notes w/ Brian Stephens @Pine Ridge

Punch List & Action Items :

- Make sure to maintain JEA Lift station @ Wetland Ridge Circle
- Make sure to maintain the 3 easement lots leading to SW pond @ Wetland Ridge
- Make sure all 7 ponds are maintained weekly (#8 Caribbean pine is being developed – make a plan)
- Common Area outside pool – clean agapanthus – cut back stem
- Pool side –Do better job of round out /shape Ligustrum
- Make sure Annual flowers installed @ Entrance ways
- Additional jasmine for the pool area
- Clean out medians of any weeds along Pine Ridge Pkwy
- Please don't use weed eater in medians. Either round up or pull by hand. Don't leave dead debris
- Clean up suckers on crape myrtles down Pine Ridge Pkwy
- Palm trees already serviced by different vendor
- Irrigation inspection – Get w/ Miguel (several visits this month due to a sink hole on Pine Ridge Pkwy)
- Make sure to maintain easement lot on Night Owl Trail
- Winter Project – Clean up dog parks. Lift canopies @ Pine Island ct /Night Owl Trail
- Keep mainting the trail that leads to the secret pond on Foggy Day Dr.
- Maintain Dog Parks : Lemon Drop Ln, Wetland ridge Circle, and Creek Bluff Lane

Pond List :

1. SW Pond @Wetland Ridge
2. NW Pond @Wetland Ridge
3. Pine Lake Dr.
4. Camp Ridge Lane
5. Foggy Day Dr.
6. Oak Moss Loop
7. Tropical Pine
8. Caribbean Pine (Not maintained yet – New development)

4.



1702 Lindsey Rd
Jacksonville, Fl. 32221
Ph (904) 781-7060 Fax (904) 619-5011

CGC1523954 CMC1250093 CFC1428601 CCC1329086

Pine Ridge CDD

Attn: Maria Cranford -Riverside Management

10 11 21

Re: pool bldg. truss repairs

All Weather Contractors is proposing the following services for the below mentioned prices. Any item not specifically mentioned is subject to a written change order.

>repair the entry truss at the pool amenities center bldg.
>use will filler as needed to make to any small repairs needed and stain the 1 truss at the entry side of bldg. -the opposite end of the bldg. where we replaced the truss
>we will use the same stain we used on the new truss that was replaced
>clean up job site
*any work wanted outside the scope of work above will be shown to proper authority before pricing

Total Price \$1,480.00

Proposal Signed by_____ **Printed Name**_____

Thank you for your consideration

Scott Haines -C 904.402.6561

SEVENTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Monday, July 26, 2021 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

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

Also, present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Peter Ma <i>by phone</i>	District Engineer
Maria Cranford	Amenity Manager
Tom Chewning	District Operation Manager
Mike Lucas	Basham & Lucas
Jack Montoya	Elected to fill position of Supervisor

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. All five Board members were present constituting a quorum. Ms. Giles recommended the removal Item 6 from the agenda as Mr. Haber had not received information to complete this item.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Giles asked for any public comments on agenda items from anyone attending via Zoom. There were no public comments.

THIRD ORDER OF BUSINESS**Organizational Matters****A. Appointment of New Supervisor to Fill Unexpired Term of Office (Expires 11/2024)**

Ms. Giles stated there were three interested candidates. Paul Cassanova introduced himself and explained his background and why he was qualified as a potential Supervisor. Jack Montoya introduced himself and explained his background and why he was qualified as a potential Supervisor. The other candidate was not present at the meeting. Concerns were voiced about the Sunshine Law and conflicts with HOA and CDD Board if Mr. Paul Cassanova were appointed. After Board questioning of candidates and discussion, the motion was made for Mr. Jack Montoya as Supervisor to fill the position.

On MOTION by Mr. Biagetti, seconded by Mr. Lewis, with all in favor, Appointment of Jack Montoya to Fill Unexpired Term of Office, was approved.

B. Oath of Office to Newly Appointed Supervisor

Ms. Giles performed the oath of office for Jack Montoya as a governmental official and reviewed the Sunshine Law, and Public Records law. Ms. Giles provide a packet on the position. Mr. Haber reiterated the Sunshine Law policy, Records Law, and Conflicts of Interest.

C. Election of Officers, Resolution 2021-06

Ms. Giles stated the Chairman needed to nominate a Vice-Chair. He nominated Jeff Lewis. The motion followed.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Electing Jeff Lewis as Vice-Chairman, was approved.

Ms. Giles stated the following appointments needed approval as officers. She asked that herself be appointed as Secretary, and Mr. Montoya as Assistant Secretary, and other GMS staff be removed from positions.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Resolution 2021-06 Electing Ms. Giles as Secretary, Mr. Perry as Treasurer, Mr. Oliver as Assistant Treasurer, Ms. Powers as Assistant Treasurer, Mr. Torres as Assistant Treasurer, Mr. Laughlin as Assistant Secretary, and Mr. Montoya as Assistant Secretary, and Mr. Hans as Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

Consideration of Agreement with AllWeather Contractors for Beam Replacement

Ms. Giles stated at the May 24th meeting the Board selected AllWeather to replace the beam. District Counsel has prepared the agreement and it needs approval. It was stated that the work was to be completed in 14 days. Issue of storing and issues with the beams were discussed. Mr. Haber will update the wording of the agreement.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, the Agreement with AllWeather Contractors for Beam Replacement, was approved in substantial form with amendments.

FIFTH ORDER OF BUSINESS

Ratification of Work Authorization No. 2 for Basham & Lucas (Parts 3, 5, 6, 7, 8 and 10)

Ms. Giles stated this work authorization was approved at the May 24, 2021 Board meeting.

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, with all in favor, Work Authorization No. 2 for Basham & Lucas (Parts 3, 5, 6, 7, & 8, was ratified.

SIXTH ORDER OF BUSINESS

Consideration for Down to Earth Proposals for RAH Landscape Project and Monthly Maintenance of the Area

Ms. Giles stated this item had been tabled.

SEVENTH ORDER OF BUSINESS

Discussion of Splash Pad Options

Mr. Lewis reviewed the 3 manufacture designs for the splash pad options. It was narrowed down to Aqua Worx, Vortex, and Fountain People. Estimated \$240,000 costs specifics

were explained. Discussion ensued on regulations of size, costs, layouts, play features, colors, and other possible options. After discussion, the Board decided to have a special meeting on August 24, 2021 at 6:00 p.m. to make the final selection.

EIGHTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2020 Audit Report**

Ms. Giles stated the FY2020 Audit Report was a required audit, performed by Berger, Toombs, Elam, Gaines & Frank. Ms. Giles reviewed the report and highlighted several areas with no findings or recommendations. She stated the report needs acceptance.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, the Fiscal Year 2020 Audit Report, was accepted.

NINTH ORDER OF BUSINESS**Consideration of Audit Engagement Letter from Berger, Toombs, Elam, Gaines & Frank**

Ms. Giles stated on May 24, 2021 the Board selected Berger, Toombs, Elam, Gaines & Frank to perform the audit.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, the Audit Engagement Letter from Berger, Tooms, Elam Gaines & Frank, was accepted.

TENTH ORDER OF BUSINESS**Consideration of Resolution 2021-07, Ratifying the Change of Public Hearing Date Adopting the Fiscal Year 2022 Budget from July 20, 2021 to July 26, 2021**

Ms. Giles stated this change for the public hearing date is from July 20th to July 26th.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, Resolution 2021-07, Ratifying the Change of Public Hearing Date Adopting the Fiscal Year 2022 Budget from July 20, 2021 to July 26, 2021, was approved.

ELEVENTH ORDER OF BUSINESS**Public Hearing to Adopt the Budget for
Fiscal Year 2022****A. Consideration of Resolution 2021-08, Relating to Annual Appropriations and
Adopting the Budget for Fiscal Year 2022**

Ms. Giles stated reviewed the proposed budget. She noted the Board was able to keep assessments the same for FY22 as they were for FY21 at \$538,283. She asked for any Board comments. Ms. Giles asked for a motion to open the public hearing.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, the Motion to Open the Public Hearing, was approved.

Ms. Giles asked for public comments. There were no public comments, and Ms. Giles asked for a motion to close the public hearing.

On MOTION by Mr. Lewis, seconded by Mr. Nazario, with all in favor, the Motion to Close the Public Hearing, was approved.

Ms. Giles stated the resolution needed a motion for approval. The Board approved the proposed budget with no increase in assessments. Ms. Giles noted this was one of several CDD Boards that did not have an increase in assessments. There was some discussion on the decision to not increase the assessments.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, Resolution 2021-08, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2022, was approved.

**B. Consideration of Resolution 2021-09, Imposing Special Assessments and Certifying
an Assessment Roll for Fiscal Year 2022**

Mr. Giles noted the resolution is approving the roll and turning into the Clay County Tax Collector's Office.

On MOTION by Mr. Biagetti, seconded by Mr. Ritchie, with all in favor, Resolution 2021-09, Imposing Special Assessment and Certifying an Assessment Roll for Fiscal Year 2022, was approved.

TWELTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber noted updates on the two legislative sessions that may have impacts on the CDD. One bill was for Board members to get special ethics training, but the bill did not pass. The second was allowing advertisement of meetings on newspaper websites. This one is being reviewed to see how it will affect the CDD.

B. District Manager – Discussion of Fiscal Year 2022 Meeting Schedule

Ms. Giles stated the 2022 meeting schedule is the 3rd Tuesday of the month starting in November.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the Fiscal Year 2022 Meeting Schedule, was approved.

C. Engineer

1. Consideration of Work Authorization No. 23

Mr. Ma stated this work authorization was for the engineering improvements to the Amenity Center. He reviewed the specifics of this work authorization. Mr. Lewis had a question about items not include in the pricing. Mr. Ma replied there may some additional work orders may be processed during construction process.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, Work Authorization No. 23, was approved.

2. Ratification of Requisition No. 2 & No. 3 (Series 2020 Project)

Ms. Giles stated these were payments to Hopping, Green & Sams, and Basham & Lucas. Both needed Board approval.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Requisition No. 2 & 3 (Series 2020 Project), was ratified.

D. Operations Manager

1. Report

Mr. Chewning went over the Operations Report which was located in the agenda package. He reviewed all completed projects, including the landscaping and Lakes projects.

2. Entry Sign Proposal

Mr. Chewning reviewed the need for proposal on entry sign. After discussion, the Board decided to delay this until next month.

3. Pressure Washing Roof Proposal

Ms. Cranford reviewed the two pressure washing roof proposals. After discussion, the Board ask that Tom and Maria choose a vendor and purchase a pressure washer.

4. Recessed Lighting Proposals

Mr. Chewning reviewed the recessed lighting proposal. American Electrical Contracting, Inc submitted one of the proposals. After discussion the Board decided to table for next month and asked for another bid without the fitness room included.

5. Exterior Painting Proposal

Mr. Chewning reviewed the two proposals for exterior painting. After discussion, the Board decided to wait until after the construction project is finished for a decision on this topic.

E. Amenity Manager

Ms. Cranford noted number of rentals scheduled at 31 and current nonresident memberships at 3. She reviewed all activities that had occurred and all that were scheduled in the future.

THIRTEENTH ORDER OF BUSINESS Public Comments/Supervisor's Requests

Public Comments:

Comments were provided to Maria about movie set and help if needed. Also commented about the hole in the street. Discussion ensued on repairs and the water main break delays. Comments were made on the changes in Clay County and effects on Pine Ridge. Comments on communication with HOA and asking for assistance.

Comments were made about possible expansion of dog park.

Supervisor Requests:

Supervisors' comments were made on about the good job GMS Management company is doing.

FOURTEENTH ORDER OF BUSINESS Approval of Consent Agenda

A. Approval of the Minutes of the May 24, 2021 Meeting

Ms. Giles presented the meeting minutes and asked if there were any questions. There being none,

On MOTION by Mr. Biagetti seconded by Mr. Ritchie, with all in favor, the Minutes of the May 24, 2021 Meeting, were approved.

B. Acceptance of the Minutes of the May 24, 2021 Audit Committee Meeting

Ms. Giles presented the meeting minutes and asked if there were any questions. There being none,

On MOTION by Mr. Biagetti seconded by Mr. Ritchie, with all in favor, Accepting the Meeting Minutes of the May 24, 2021 Audit Committee Meeting, were accepted.

C. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending June 30, 2021

Ms. Giles noted the financials were for the period ending June 30, 2021.

D. Assessment Receipts Schedule

Ms. Giles noted the receipt schedule was collected at 100%.

E. Approval of Check Register

Ms. Giles presented the check register totaling \$89,669.88.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie, with all in favor, the Check Register for \$89,669.88, was approved.

F. Ratification of Agreement with Riverside Management Services, Inc. for Facility Management, Field Operations, Pool Maintenance, Lifeguard, Gate Monitor and Janitorial Services

Ms. Giles presented the agreement that only needed ratification.

On MOTION by Mr. Biagetti seconded by Mr. Ritchie, with all in favor, the Agreement with Riverside Management Services, Inc. for Facility Management, Field Operations, Pool Maintenance, Lifeguard, Gate Monitor and Janitorial Services, was ratified.

FIFTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – 9/21/21 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next scheduled meeting is scheduled for September 21, 2021 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center. There will also be a special meeting on August 24, 2021 at 6:00p.m. at the Pine Ridge Plantation Amenity Center to discuss and select the Splash Pad.

SIXTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

MINUTES OF MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The Special meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, August 24, 2021 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jeff Lewis	Vice Chairman
Jerry Ritchie	Supervisor
Jack Montoya	Supervisor

Also, present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Maria Cranford	Amenity Manager
Mike Lucas	Basham & Lucas
Brian Stephens	Riverside Management

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comments

Ms. Giles noted that there are no members from the public in attendance at the meeting.

THIRD ORDER OF BUSINESS

Discussion of Splash Pad Options

Ms. Giles stated that at the last meeting the Board narrowed down the options from nine to three and presented the remaining options that are available in the agenda package. A survey was posted on the Facebook group to engage the community and the AquaWorx OP4 option was the overwhelming favorite. The Board discussed the options and the budget. They wanted to

remove one of the water cannons so younger kids might be more comfortable on that side of the splash pad and replacing it with something “easy” and “low volume”. The Board agreed that the one the community voted on will be the one that they install. The approximate cost is \$65,000.

On MOTION by Mr. Biagetti, seconded by Mr. Montoya, with all in favor, The AquaWorx Option 4 Splash Pad for \$65,000 and Replacing the Pink Cannon with something Low Volume, was approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated he had nothing further to report.

B. District Manager

Ms. Giles stated she had nothing further for the Board.

C. Engineer

There being none, the next item followed.

D. Operations Manager

Ms. Giles introduced the Board to Brian Stephens with RMS who had a couple of items to present to the Board.

1. Entry Sign Proposal

Mr. Stephens presented a proposal from All Weather Contractors for the entry sign. They are looking at removing the wood frame that is above the existing signs and the current proposal has nothing in it about the removal. He has reached out to them to give them a current price since the original proposal is from April and a price to include the removal of the existing wood. He is also working on getting more than one bid. This item will be tabled until the next meeting to have the most up to date information.

2. Recessed Lighting Proposals

Mr. Stephens presented two proposals for recessed lighting from American Electrical and Beacon Electrical for the replacement of all the can lighting. The American Electrical price was

\$7,290 and the Beacon Electrical price was \$6,830. Both quotes include materials and labor for install.

On MOTION by Mr. Biagetti, seconded by Mr. Lewis, with all in favor, the Proposal from Beacon Electrical to Replace Can Lighting for \$6,830, was approved.

3. Emergency Lighting Discussion

Mr. Stephens presented one more proposal that he did not have in time to add to the agenda package. They currently have 26 of the emergency lights in stock and presented a quote for labor and incidental materials to install those for \$980.

On MOTION by Mr. Lewis, seconded by Mr. Montoya, with all in favor, the Proposal from Beacon Electrical for Emergency Lighting for \$980, was approved.

E. Amenity Manager

Ms. Cranford presented a rendering for the Board for the entry signs to be sure they like the direction and the look they are moving towards before they meet with additional contractors. Discussion continued about different signage options. Staff will vet the different options and retrieve pricing for the next meeting. The question was asked to Mr. Haber if the CDD needed to go into an agreement with Beacon Electrical for the \$6,830 and Mr. Haber stated it was up to the Board. The Board decided to have Mr. Haber draw up an agreement.

FIFTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

Public Comments:

There being none, the next item followed.

Supervisor Requests:

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

**Next Scheduled Meeting – 9/21/21 @ 6:00
p.m. at the Pine Ridge Plantation Amenity
Center**

Ms. Giles stated the next scheduled meeting is scheduled for September 21, 2021 at 6:00
p.m.

SEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

B.

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
September 30, 2021

	<u>Governmental Fund Types</u>				
	<u>General</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Totals 2021</u>
<u>ASSETS:</u>					
CASH	\$142,493	\$144,149	---	---	\$286,642
INVESTMENTS					
Reserve A-1	---	---	\$173,593	---	\$173,593
Reserve A-2	---	---	\$115,100	---	\$115,100
Revenue A	---	---	\$175,191	---	\$175,191
Construction	---	---	---	\$1,852,367	\$1,852,367
State Board	\$466,169	\$200,599	---	---	\$666,768
US Bank Custody	\$181,758	---	---	---	\$181,758
Prepaid Expneses	\$21,147	---	---	---	\$21,147
TOTAL ASSETS	<u>\$811,566</u>	<u>\$344,748</u>	<u>\$463,884</u>	<u>\$1,852,367</u>	<u>\$3,472,565</u>
<u>LIABILITIES:</u>					
ACCOUNTS PAYABLE	\$5,486	\$0	---	---	\$5,486
ACCRUED EXPENSES	\$2,116	---	---	---	\$2,116
FUND BALANCES:					
ASSIGNED	\$30,511	---	---	---	\$30,511
UNASSIGNED	\$752,306	---	---	---	\$752,306
RESTRICTED FOR DEBT SERVICE	---	---	\$463,884	---	\$463,884
RESTRICTED FOR CAPITAL PROJECTS	---	\$344,748	---	\$1,852,367	\$2,197,116
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<u>\$811,566</u>	<u>\$344,748</u>	<u>\$463,884</u>	<u>\$1,852,367</u>	<u>\$3,472,565</u>

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
REVENUES:				
Assessments - Tax Collector	\$538,283	\$538,283	\$540,214	\$1,931
Misc./Facility Rental Income	\$3,000	\$3,000	\$10,075	\$7,075
Interest Income	\$5,000	\$5,000	\$808	(\$4,192)
TOTAL REVENUES	\$546,283	\$546,283	\$551,097	\$4,814
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisors Fees/FICA Taxes	\$10,334	\$10,334	\$8,397	\$1,938
Engineering	\$7,000	\$7,000	\$735	\$6,265
Attorney	\$20,000	\$20,000	\$8,488	\$11,512
Annual Audit	\$3,100	\$3,100	\$3,100	\$0
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$1,200	\$1,200	\$0	\$1,200
Trustee	\$6,000	\$6,000	\$0	\$6,000
Dissemination	\$5,000	\$5,000	\$5,000	(\$0)
Management Fees	\$44,290	\$44,290	\$44,290	\$0
Computer Time	\$1,000	\$1,000	\$1,000	\$0
Telephone	\$350	\$350	\$240	\$110
Postage	\$1,000	\$1,000	\$640	\$360
Printing & Binding	\$1,200	\$1,200	\$878	\$322
Insurance	\$8,390	\$8,390	\$8,009	\$381
Legal Advertising	\$2,500	\$2,500	\$1,282	\$1,218
Other Current Charges	\$600	\$600	\$185	\$415
Website Domain	\$1,200	\$1,200	\$1,200	\$0
Office Supplies	\$300	\$300	\$133	\$167
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
ADMINISTRATIVE EXPENDITURES	\$118,899	\$118,899	\$89,010	\$29,889
GROUPS MAINTENANCE:				
Landscape Maintenance	\$100,000	\$100,000	\$96,017	\$3,983
Lake Maintenance	\$9,300	\$9,300	\$9,809	(\$509)
Electric	\$2,500	\$2,500	\$1,369	\$1,131
Water	\$39,000	\$39,000	\$16,544	\$22,456
Repairs And Maintenance	\$20,000	\$20,000	\$14,380	\$5,620
Contingencies	\$4,451	\$4,451	\$7,152	(\$2,701)
GROUPS MAINTENANCE EXPENDITURES	\$175,251	\$175,251	\$145,269	\$29,982

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
<u>EXPENDITURES:</u>				
<u>AMENITY CENTER</u>				
Insurance	\$9,911	\$9,911	\$9,911	\$0
General Facility Maintenance	\$15,000	\$15,000	\$13,396	\$1,604
Repairs & Replacements	\$15,000	\$15,000	\$22,949	(\$7,949)
Recreational Passes	\$500	\$500	\$1,897	(\$1,397)
Postage	\$100	\$100	\$0	\$100
Printing & Email Marketing	\$125	\$125	\$0	\$125
Office Supplies	\$700	\$700	\$33	\$667
Other Current Charges	\$250	\$250	\$0	\$250
Permit Fees	\$250	\$250	\$250	\$0
Contingency	\$5,000	\$5,000	\$459	\$4,541
Special Events	\$12,000	\$12,000	\$10,536	\$1,464
Refuse Service	\$6,816	\$6,816	\$7,034	(\$218)
Security	\$10,000	\$10,000	\$6,335	\$3,665
Gate Monitor	\$5,700	\$5,700	\$0	\$5,700
<u>Utilities</u>				
Water & Sewer	\$3,700	\$3,700	\$3,622	\$78
Electric	\$23,000	\$23,000	\$17,083	\$5,917
Cable/Phone/Internet	\$3,300	\$3,300	\$3,594	(\$294)
<u>Management Contracts</u>				
Amenity Management	\$54,549	\$54,549	\$54,549	\$0
Facility Assistant	\$18,561	\$18,561	\$7,963	\$10,599
Field Management Services	\$21,321	\$21,321	\$21,321	\$0
Lifeguards	\$16,500	\$16,500	\$14,785	\$1,715
Pool Maintenance	\$12,500	\$12,500	\$12,500	(\$0)
Pool Chemicals	\$12,306	\$12,306	\$12,306	\$0
Janitorial	\$7,740	\$7,740	\$7,740	\$0
Janitorial Supplies	\$3,200	\$3,200	\$1,901	\$1,299
AMENITY CENTER EXPENDITURES	\$258,029	\$258,029	\$230,164	\$27,865
<u>OTHER FINANCIAL SOURCES/(USES)</u>				
Capital Projects - Transfer Out	\$24,614	\$24,614	\$24,614	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$24,614	\$24,614	\$24,614	\$0
TOTAL EXPENDITURES	\$576,794	\$576,794	\$489,058	\$87,736
EXCESS REVENUES (EXPENDITURES)	(\$30,511)		\$62,039	
FUND BALANCE - Beginning	\$30,511		\$741,924	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$803,964</u>	

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Month-to-Month
Fiscal Year 2021

REVENUES:

	ADOPTED BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
REVENUES:														
Assessments - Tax Collector	\$538,283	\$0	\$13,994	\$435,215	\$78,988	\$2,138	\$816	\$3,386	\$841	\$4,837	\$0	\$0	\$0	\$540,214
Interest Income	\$5,000	\$148	\$108	\$83	\$70	\$56	\$55	\$49	\$46	\$39	\$79	\$42	\$35	\$808
Misc./Facility Rental Income	\$3,000	\$300	\$225	\$225	\$825	\$0	\$300	\$625	\$2,975	\$825	\$2,425	\$1,350	\$0	\$10,075
TOTAL REVENUES	\$546,283	\$448	\$14,327	\$435,523	\$79,883	\$2,194	\$1,170	\$4,060	\$3,862	\$5,700	\$2,504	\$1,392	\$35	\$551,097

EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees/FICA Taxes	\$10,334	\$0	\$1,077	\$1,077	\$1,077	\$1,077	\$1,077	\$0	\$1,077	\$0	\$0	\$1,938	\$0	\$8,397
Engineering	\$7,000	\$0	\$0	\$0	\$0	\$0	\$123	\$0	\$0	\$368	\$245	\$0	\$0	\$735
Arbitrage	\$1,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$5,000	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$5,000
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$152	\$943	\$435	\$572	\$624	\$976	\$1,246	\$1,234	\$827	\$1,480	\$0	\$0	\$8,488
Annual Audit	\$3,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,100	\$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	\$3,691	\$3,691	\$3,691	\$44,290
Computer Time	\$1,000	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$1,000
Telephone	\$350	\$0	\$0	\$0	\$48	\$33	\$53	\$23	\$23	\$0	\$0	\$0	\$59	\$240
Postage	\$1,000	\$10	\$143	\$18	\$151	\$6	\$15	\$33	\$11	\$20	\$12	\$0	\$220	\$640
Printing & Binding	\$1,200	\$146	\$6	\$160	\$33	\$55	\$43	\$31	\$14	\$137	\$27	\$174	\$52	\$878
Insurance	\$8,390	\$8,009	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,009
Legal Advertising	\$2,500	\$109	\$110	\$46	\$46	\$0	\$103	\$169	\$101	\$0	\$0	\$598	\$0	\$1,282
Other Current Charges	\$600	\$15	\$0	\$112	\$13	\$0	\$0	\$15	\$0	\$0	\$15	\$0	\$15	\$185
Website Domain	\$1,200	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200
Office Supplies	\$300	\$11	\$0	\$62	\$0	\$10	\$1	\$0	\$1	\$1	\$0	\$45	\$1	\$133
Dues, Licenses & Subscriptions	\$175	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
ADMINISTRATIVE EXPENDITURES	\$118,899	\$18,002	\$6,744	\$6,201	\$6,230	\$6,095	\$6,681	\$5,808	\$6,751	\$5,643	\$9,171	\$7,045	\$4,639	\$89,010

GROUNDS MAINTENANCE:

Landscape Maintenance	\$100,000	\$14,243	\$7,560	\$7,160	\$7,259	\$7,661	\$7,160	\$7,482	\$7,324	\$7,527	\$7,160	\$7,160	\$8,320	\$96,017
Lake Maintenance	\$9,300	\$670	\$770	\$770	\$770	\$770	\$770	\$770	\$770	\$770	\$770	\$1,439	\$770	\$9,809
Electric	\$2,500	\$134	\$135	\$111	\$113	\$109	\$110	\$125	\$133	\$133	\$134	\$132	\$0	\$1,369
Water	\$39,000	\$1,342	\$1,561	\$1,521	\$1,121	\$1,073	\$1,028	\$1,105	\$1,260	\$1,429	\$1,629	\$1,662	\$1,811	\$16,544
Repairs And Maintenance	\$20,000	\$476	\$877	\$605	\$171	\$3,712	\$1,521	\$541	\$999	\$5,057	\$0	\$420	\$0	\$14,380
Contingencies	\$4,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$919	\$6,233	\$0	\$0	\$7,152
GROUNDS MAINTENANCE EXPENDITURES	\$175,251	\$16,865	\$10,903	\$10,167	\$9,434	\$13,325	\$10,589	\$10,023	\$10,486	\$15,836	\$15,926	\$10,812	\$10,901	\$145,269

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Month-to-Month
Fiscal Year 2021

ADOPTED BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
<u>AMENITY CENTER</u>													
Insurance	\$9,911	\$9,911	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,911
General Facility Maintenance	\$15,000	\$706	\$826	\$2,501	\$245	\$857	\$1,195	\$792	\$1,244	\$1,233	\$3,497	\$300	\$13,396
Repairs & Replacements	\$15,000	\$2,297	\$901	\$969	\$882	\$3,011	\$1,647	\$3,261	\$266	\$2,492	\$1,991	\$4,738	\$22,949
Recreational Passes	\$500	\$0	\$0	\$0	\$0	\$0	\$949	\$948	\$0	\$0	\$0	\$0	\$1,897
Postage	\$100	\$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
Office Supplies	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33	\$0	\$0	\$33
Other Current Charges	\$250	\$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	\$250
Contingency	\$5,000	\$0	\$0	\$0	\$0	\$0	\$459	\$0	\$0	\$0	\$0	\$0	\$459
Special Events	\$12,000	\$3,393	\$0	\$2,462	\$0	\$0	\$4,142	\$0	\$0	\$540	\$0	\$0	\$10,536
Refuse Service	\$6,816	\$550	\$550	\$549	\$600	\$603	\$610	\$595	\$595	\$595	\$595	\$595	\$7,034
Security	\$10,000	\$389	\$389	\$389	\$529	\$393	\$393	\$328	\$328	\$933	\$1,223	\$713	\$6,335
Gate Monitor	\$5,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Utilities</u>													
Water & Sewer	\$3,700	\$298	\$292	\$298	\$292	\$305	\$311	\$304	\$298	\$298	\$318	\$305	\$3,622
Electric	\$23,000	\$1,587	\$1,477	\$1,629	\$1,884	\$1,792	\$1,435	\$1,315	\$1,363	\$1,403	\$1,631	\$1,567	\$17,083
Cable/Phone/Internet	\$3,300	\$274	\$274	\$274	\$308	\$308	\$308	\$309	\$309	\$309	\$307	\$306	\$3,594
<u>Management Contracts</u>													
Amenity Management	\$54,549	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$4,546	\$54,549
Facility Assistant	\$18,561	\$0	\$0	\$0	\$0	\$0	\$588	\$0	\$1,600	\$1,600	\$1,675	\$1,413	\$7,963
Field Management Services	\$21,321	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$1,777	\$21,321
Lifeguards	\$16,500	\$0	\$0	\$0	\$0	\$0	\$946	\$0	\$3,084	\$3,285	\$4,494	\$2,976	\$14,785
Pool Maintenance	\$12,500	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$12,500
Pool Chemicals	\$12,306	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$1,026	\$12,306
Janitorial	\$7,740	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$645	\$7,740
Janitorial Supplies	\$3,200	\$75	\$58	\$99	\$72	\$290	\$0	\$197	\$214	\$506	\$265	\$123	\$1,901
AMENITY CENTER EXPENDITURES	\$258,029	\$28,514	\$13,801	\$18,205	\$13,847	\$16,595	\$21,559	\$17,543	\$18,336	\$22,513	\$25,030	\$22,072	\$230,164
TOTAL EXPENDITURES	\$552,180	\$63,381	\$31,449	\$34,573	\$29,512	\$36,015	\$38,829	\$33,374	\$35,573	\$43,992	\$50,127	\$39,929	\$464,444
<u>OTHER SOURCES/(USES):</u>													
Capital Projects - Transfer Out	\$24,614	\$0	\$0	\$0	\$24,614	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,614
EXCESS REVENUES (EXPENDITURES)	(\$30,511)	(\$62,933)	(\$17,122)	\$400,950	\$74,985	(\$33,821)	(\$37,659)	(\$29,315)	(\$31,712)	(\$38,291)	(\$47,623)	(\$38,537)	\$62,039

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended September 30, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
REVENUES:				
Capital Reserve Funding - Transfer In	\$24,614	\$24,614	\$24,614	\$0
Interest	\$0	\$0	\$312	\$312
TOTAL REVENUES	\$24,614	\$24,614	\$24,926	\$312
EXPENDITURES:				
Capital Outlay	\$20,000	\$20,000	\$0	\$20,000
Culture/Recreation	\$20,001	\$20,001	\$7,459	\$12,542
TOTAL EXPENDITURES	\$40,001	\$40,001	\$7,459	\$32,542
EXCESS REVENUES (EXPENDITURES)	(\$15,387)		\$17,467	
FUND BALANCE - Beginning	\$334,863		\$327,282	
FUND BALANCE - Ending	<u>\$319,476</u>		<u>\$344,748</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND 2006A/2020A1 and A2

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
REVENUES:				
Assessments - Tax Roll	\$933,481	\$933,481	\$929,895	(\$3,586)
Interest Income	\$3,000	\$3,000	\$47	(\$2,953)
TOTAL REVENUES	\$936,481	\$936,481	\$929,942	(\$6,539)
EXPENDITURES:				
DS 2006				
Interest Expense - 11/1	\$277,155	\$277,155	\$0	\$277,155
Principal Expense - 5/1	\$380,000	\$380,000	\$0	\$380,000
Interest Expense - 5/1	\$277,155	\$277,155	\$0	\$277,155
DS 2020A1				
Interest Expense - 11/1	\$0	\$0	\$28,866	(\$28,866)
Interest Expense - 5/1	\$0	\$0	\$120,835	(\$120,835)
Principal Expense - 5/1	\$0	\$0	\$455,000	(\$455,000)
DS 2020A2				
Interest Expense - 11/1	\$0	\$0	\$11,688	(\$11,688)
Interest Expense - 5/1	\$0	\$0	\$48,926	(\$48,926)
Principal Expense - 5/1	\$0	\$0	\$130,000	(\$130,000)
TOTAL EXPENDITURES	\$934,310	\$934,310	\$795,315	\$138,995
OTHER FINANCIAL SOURCES/(USES)				
Other Bond Service Costs	\$0	\$0	\$0	\$0
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$2,171		\$134,627	
FUND BALANCE - Beginning	\$459,194		\$329,257	
FUND BALANCE - Ending	<u>\$461,366</u>		<u>\$463,884</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT CAPITAL PROJECTS FUND 2006A/B/2020

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended September 30, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 09/30/21	ACTUAL THRU 09/30/21	VARIANCE
REVENUES:				
Interest Income	\$0	\$0	\$107	\$107
TOTAL REVENUES	\$0	\$0	\$107	\$107
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$28,024	(\$28,024)
Cost of Issuance	\$0	\$0	\$3,300	(\$3,300)
TOTAL EXPENDITURES	\$0	\$0	\$31,324	(\$31,324)
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		(\$31,217)	
FUND BALANCE - Beginning	\$0		\$1,883,584	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$1,852,367</u>	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

Long-term Debt Report

Series 2020A1 Capital Improvement Revenue Refunding Bond	
Original Issue Amount:	\$9,545,000
Interest Rate:	2.00% - 3.00%
Maturity Date:	May 1, 2037
Reserve Fund Definition:	25% of Max Annual Debt Service
Reserve Fund Requirement:	\$173,593
Reserve Fund Balance:	\$173,593
Bonds outstanding - 9/30/20	\$9,545,000
Less: May 1, 2021 (Mandatory)	(\$455,000)
<hr/>	
Current Bonds Outstanding:	\$9,090,000

Series 2020A2 Capital Improvement Revenue Refunding Bond	
Original Issue Amount:	\$2,890,000
Interest Rate:	2.75% - 3.75%
Maturity Date:	May 1, 2037
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$115,100
Reserve Fund Balance:	\$115,100
Bonds outstanding - 9/30/20	\$2,890,000
Less: May 1, 2021 (Mandatory)	(\$130,000)
<hr/>	
Current Bonds Outstanding:	\$2,760,000

C.

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021 SUMMARY OF ASSESSMENTS**

ASSESSED	# UNITS ASSESSED	SERIES 2020A DEBT ASSESSED	FY20 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	737	926,571.52	538,283.13	1,464,854.65
TOTAL ASSESSED NET	737	926,571.52	538,283.13	1,464,854.65

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	(5,254.96)	929,895.46	540,214.15	1,470,109.61
TOTAL RECEIPTS	(5,254.96)	929,895.46	540,214.15	1,470,109.61

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2020 DEBT RECEIVED	O&M RECEIVED	TOTAL
1	11/18/2020	24,088.07	13,993.74	38,081.81
2	12/1/2020	87,883.01	51,054.82	138,937.83
3	12/4/2020	566,770.93	329,260.31	896,031.24
4	12/17/2020	94,501.14	54,899.56	149,400.70
5	1/14/2021	135,965.50	78,987.90	214,953.40
6	2/19/2021	3,680.52	2,138.17	5,818.69
7	3/19/2021	1,404.54	815.96	2,220.50
8	4/12/2021	5,828.21	3,385.85	9,214.06
9	5/11/2021	1,447.78	841.07	2,288.85
10	6/5/2021	2,578.33	1,497.85	4,076.18
TAX CERTIFICATES	6/11/2021	5,747.43	3,338.92	9,086.35
		-	-	
		-	-	
		-	-	
TOTAL FY18 TAX ROLL RECEIPTS		929,895.46	540,214.15	1,470,109.61

% TAX ROLL COLLECTED	100.36%	100.36%	100.36%
TOTAL COLLECTED	100.36%	100.36%	100.36%

D.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

7/1/2021 - 9/30/2021

Date	Check Numbers	Amount
<u>General Fund</u>		
7/1/21 - 7/31/21	2859-2882	\$ 46,358.55
8/1/21 - 8/31/21	2883-2903	\$ 44,325.08
9/1/21 - 9/30/21	2904-2918	\$ 53,526.06
		<hr/>
		\$ 144,209.69
<u>Capital Reserves Fund</u>		
August 25, 2021	34	\$ 1,848.36
		<hr/>
		\$ 1,848.36
<u>Utilities and Autopayments</u>		
July 15, 2021	Waste Management	\$ 595.35
July 16, 2021	SafeTouch	\$ 88.05
July 26, 2021	Comcast	\$ 306.53
August 2, 2021	Clay County Utilities	\$ 1,946.48
August 2, 2021	Clay Electric	\$ 1,765.00
August 13, 2021	Waste Management	\$ 595.35
August 17, 2021	SafeTouch	\$ 88.05
August 25, 2021	Comcast	\$ 306.42
August 27, 2021	Clay County Utilities	\$ 1,966.11
August 30, 2021	Clay Electric	\$ 1,699.00
September 15, 2021	Waste Management	\$ 595.35
September 16, 2021	SafeTouch	\$ 88.05
September 27, 2021	Comcast	\$ 306.42
		<hr/>
TOTAL UTILITIES PAID ONLINE OR AUTOPAY		\$ 10,346.16
		<hr/>
		\$ 156,404.21

*Fedex invoices available upon request.

AP300R
*** CHECK NOS. 002859-002918

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

RUN 10/08/21

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/02/21	00175	6/25/21 06252021	202106 300-36900-10100	RENTAL DEPOSIT REFUND	*	250.00	
				AFFEYA JACKSON			250.00 002859
7/02/21	00177	6/23/21 W44526	202106 320-53800-46000	RPR 6 FIELD LED FIXTURES	*	1,500.42	
				AMERICAN ELECTRICAL CONTRACTING, INC			1,500.42 002860
7/02/21	00089	5/21/21 INV97842	202105 320-53800-46200	IRRIGATION REPAIRS	*	164.20	
				DOWN TO EARTH			164.20 002861
7/02/21	00089	6/01/21 INV98066	202106 320-53800-46200	JUNE LANDSCAPE MAINT	*	7,160.00	
				DOWN TO EARTH			7,160.00 002862
7/02/21	00176	6/27/21 06272021	202106 330-57200-34500	06/26/21 SECURITY	*	120.00	
		6/27/21 06272021	202106 330-57200-34500	06/27/21 SECURITY	*	120.00	
				MICHAEL LAYNE			240.00 002863
7/02/21	00054	7/01/21 13129560	202107 330-57200-46500	JULY POOL CHEMICALS	*	1,025.52	
				POOLSURE			1,025.52 002864
7/13/21	00038	6/29/21 75203	202106 320-53800-46000	BACKFLOW TEST 6/25/21	*	270.00	
				BOB'S BACKFLOW & PLUMBING CO. INC.			270.00 002865
7/13/21	00089	6/25/21 INV10037	202106 320-53800-46200	JUNE IRRIG RPRS 6/15/21	*	367.38	
				DOWN TO EARTH			367.38 002866
7/13/21	00003	7/01/21 217	202107 310-51300-34000	JULY MANAGEMENT FEES	*	3,690.83	
		7/01/21 217	202107 310-51300-49100	JULY WEBSITE ADMIN	*	100.00	
		7/01/21 217	202107 310-51300-35100	JULY INFORMATION TECH	*	83.33	
		7/01/21 217	202107 310-51300-31300	JULY DISSEM AGENT SRVS	*	416.67	
		7/01/21 217	202107 310-51300-51000	OFFICE SUPPLIES	*	.42	
		7/01/21 217	202107 310-51300-42000	POSTAGE	*	12.49	

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 002859-002918

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

RUN 10/08/21

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		7/01/21 217 COPIES	202107 310-51300-42500		*	27.15	
				GOVERNMENTAL MANAGEMENT SERVICES			4,330.89 002867
7/13/21 00005		5/31/21 123541 APR GENERAL COUNSEL	202104 310-51300-31500		*	1,245.50	
				HOPPING GREEN & SAMS			1,245.50 002868
7/13/21 00106		7/08/21 07082021 6/4/21 SECURITY	202106 330-57200-34500		*	120.00	
		7/08/21 07082021 6/14/21 SECURITY	202106 330-57200-34500		*	60.00	
		7/08/21 07082021 6/18/21 SECURITY	202106 330-57200-34500		*	120.00	
				MATTHEW EDMONSON			300.00 002869
7/13/21 00073		6/30/21 375 JUNE FACILITY ASSISTANT	202106 330-57200-34110		*	1,600.00	
				RIVERSIDE MANAGEMENT SERVICES INC			1,600.00 002870
7/13/21 00073		6/30/21 376 JUNE LIFEGUARD SERVICES	202106 330-57200-34200		*	2,400.64	
				RIVERSIDE MANAGEMENT SERVICES INC			2,400.64 002871
7/13/21 00073		6/30/21 377 JUNE DECK MONITORS	202106 330-57200-34200		*	884.64	
				RIVERSIDE MANAGEMENT SERVICES INC			884.64 002872
7/13/21 00073		7/01/21 374 JULY JANITORIAL SERVICES	202107 330-57200-46200		*	645.00	
		7/01/21 374 JULY POOL MAINTENANCE SRV	202107 330-57200-46400		*	1,041.67	
		7/01/21 374 JULY CONTRACT ADMIN	202107 330-57200-34000		*	1,776.75	
		7/01/21 374 JULY FAC MANAGEMENT	202107 330-57200-34100		*	4,545.75	
				RIVERSIDE MANAGEMENT SERVICES INC			8,009.17 002873
7/13/21 00076		7/01/21 588828 JULY LAKE MAINTENANCE	202107 320-53800-46400		*	770.00	
				THE LAKE DOCTORS INC			770.00 002874
7/23/21 00046		7/11/21 354808 AUDIT FYE 9/30/2020	202107 310-51300-32200		*	3,100.00	
				BERGER TOOMBS ELAM GAINES&FRANK			3,100.00 002875

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 002859-002918

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

RUN 10/08/21

PAGE 3

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/23/21	00107	7/15/21 SSI10163	202106 330-57200-34500	JUNE ADMIN FEE	*	40.00	
		7/15/21 SSI10163	202106 330-57200-34500	JUNE SCHEDULING FEE	*	25.00	
				CLAY COUNTY SHERIFF'S OFFICE			65.00 002876
7/23/21	00089	7/01/21 INV10075	202107 320-53800-46200	JULY LANDSCAPE MAINT	*	7,160.00	
				DOWN TO EARTH			7,160.00 002877
7/23/21	00008	7/12/21 198702	202106 310-51300-31100	JUNE PROFESSIONAL SRVS	*	245.00	
				ENGLAND-THIMS & MILLER, INC.			245.00 002878
7/23/21	00005	12/31/20 120215	202012 310-51300-31500	DEC GENERAL COUNSEL	*	435.00	
				HOPPING GREEN & SAMS			435.00 002879
7/23/21	00178	7/17/21 07172021	202107 310-51300-11000	REISSUE PAYROLL CK# 50274	*	184.70	
		7/17/21 07172021	202107 310-51300-11000	REISSUE PAYROLL CK# 50274	V	184.70-	
				JEFFERY S. ARP			.00 002880
7/23/21	00176	7/15/21 07152021	202106 330-57200-34500	SECURITY 6/26/2021	*	120.00	
		7/15/21 07152021	202106 330-57200-34500	SECURITY 6/27/2021	*	120.00	
				MICHAEL LAYNE			240.00 002881
7/23/21	00073	7/13/21 378	202106 330-57200-46100	JUNE RPR/REPLC AMENITY	*	1,244.64	
		7/13/21 378	202106 330-57200-46000	JUNE GEN FAC MAINT	*	1,233.15	
		7/13/21 378	202106 320-53800-46000	JUNE REPAIRS/MAINT GROUND	*	1,623.53	
		7/13/21 378	202106 330-57200-46201	JUNE JANITORIAL SUPPLIES	*	243.87	
		7/13/21 378	202106 330-57200-54000	PERMIT FEES	*	250.00	
				RIVERSIDE MANAGEMENT SERVICES INC			4,595.19 002882
8/06/21	00003	8/01/21 218	202108 310-51300-34000	AUG MANAGEMENT FEES	*	3,690.83	
		8/01/21 218	202108 310-51300-49100	AUG WEBSITE ADMIN	*	100.00	

PRP --PINERIDGE-- BPEREGRINO

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 10/08/21

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		8/01/21 218	202108 310-51300-35100		*	83.33	
			AUG INFORMATION TECH				
		8/01/21 218	202108 310-51300-31300		*	416.67	
			AUG DISSEM AGENT SERVICES				
		8/01/21 218	202108 310-51300-42500		*	173.85	
			COPIES				
				GOVERNMENTAL MANAGEMENT SERVICES			4,464.68 002883
8/06/21 00176		7/30/21 07302021	202107 330-57200-34500		*	120.00	
			SECURITY 7/10/21				
		7/30/21 07302021	202107 330-57200-34500		*	120.00	
			SECURITY 7/11/21				
				MICHAEL LAYNE			240.00 002884
8/06/21 00054		8/01/21 13129560	202108 330-57200-46500		*	1,025.52	
			AUG POOL CHEMICALS				
				POOLSURE			1,025.52 002885
8/06/21 00152		7/29/21 7681244	202107 330-57200-46000		*	98.70	
			QRTL PEST CONTROL				
				TURNER PEST CONTROL			98.70 002886
8/17/21 00180		7/20/21 20211134	202107 320-53800-49000		*	6,233.00	
			INSTL 296' FENCE INCL RMVL				
				ARMSTRONG FENCE COMPANY			6,233.00 002887
8/17/21 00179		7/28/21 101	202104 330-57200-46100		*	1,785.00	
			RPLC FILTER MOTOR 4/21				
				DOUBLE BRANCH CDD			1,785.00 002888
8/17/21 00089		8/01/21 INV10288	202108 320-53800-46200		*	7,160.00	
			AUG LANDSCAPE MAINTENANCE				
				DOWN TO EARTH			7,160.00 002889
8/17/21 00008		8/06/21 199077	202107 310-51300-31100		*	245.00	
			SERVICE THRU 7/31/2021				
				ENGLAND-THIMS & MILLER, INC.			245.00 002890
8/17/21 00097		8/02/21 91616143	202108 310-51300-51000		*	44.85	
			ALUMINUM DESKTOP SIGN				
				HOLMES STAMP COMPANY DBA HC BRANDS			44.85 002891
8/17/21 00005		6/30/21 124402	202105 310-51300-31500		*	1,234.00	
			MAY GENERAL COUNSEL				
				HOPPING GREEN & SAMS			1,234.00 002892
				PRP --PINERIDGE-- BPEREGRINO			

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 10/08/21

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/17/21	00109	8/03/21 S-11688	202108 330-57200-46100	RPLCD BAD BEARINGS IN A/C	*	250.00	
				HOWARD SERVICES, INC.			250.00 002893
8/17/21	00106	8/02/21 08022021	202107 330-57200-34500	7/2/21 SECURITY	*	120.00	
		8/02/21 08022021	202107 330-57200-34500	7/3/21 SECURITY	*	120.00	
		8/02/21 08022021	202107 330-57200-34500	7/16/21 SECURITY	*	120.00	
		8/02/21 08022021	202107 330-57200-34500	7/17/21 SECURITY	*	120.00	
		8/02/21 08022021	202107 330-57200-34500	7/30/21 SECURITY	*	60.00	
		8/02/21 08022021	202107 330-57200-34500	7/31/21 SECURITY	*	120.00	
				MATTHEW EDMONSON			660.00 002894
8/17/21	00073	7/31/21 380	202107 330-57200-34110	JULY FAC ASSISTANT	*	1,675.00	
				RIVERSIDE MANAGEMENT SERVICES INC			1,675.00 002895
8/17/21	00073	7/31/21 381	202107 330-57200-34200	JULY LIFEGUARD HOURS	*	3,648.48	
				RIVERSIDE MANAGEMENT SERVICES INC			3,648.48 002896
8/17/21	00073	7/31/21 382	202107 330-57200-34200	JULY DECK MONITORS	*	845.28	
				RIVERSIDE MANAGEMENT SERVICES INC			845.28 002897
8/17/21	00073	8/01/21 379	202108 330-57200-46200	AUG JANITORIAL SERVICES	*	645.00	
		8/01/21 379	202108 330-57200-46400	AUG POOL MAINT SERVICES	*	1,041.67	
		8/01/21 379	202108 330-57200-34000	AUG CONTRACT ADMIN	*	1,776.75	
		8/01/21 379	202108 330-57200-34100	AUG FAC MANAGEMENT	*	4,545.75	
				RIVERSIDE MANAGEMENT SERVICES INC			8,009.17 002898
8/17/21	00076	8/01/21 595416	202108 320-53800-46400	AUG LAKE MAINTENANCE	*	770.00	
				THE LAKE DOCTORS INC			770.00 002899
8/25/21	00107	8/13/21 SSI10207	202107 330-57200-34500	JUL ADMIN FEE	*	30.00	

PRP --PINERIDGE-- BPEREGRINO

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

RUN 10/08/21

PAGE 6

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		8/13/21	SSI10207	202107 330-57200-34500 JUL SCHEDULING FEE	*	25.00	
				CLAY COUNTY SHERIFF'S OFFICE			55.00 002900
8/25/21	00069	8/06/21	327613	202108 310-51300-48000 NOTICE OF MEETING 8/24/21	*	47.00	
				CLAY TODAY			47.00 002901
8/25/21	00176	8/13/21	08132021	202107 330-57200-34500 7/10/21 SECURITY	*	90.00	
		8/13/21	08132021	202107 330-57200-34500 7/11/21 SECURITY	*	90.00	
				MICHAEL LAYNE			180.00 002902
8/25/21	00073	8/12/21	383	202107 330-57200-46100 JUL AMENITY RPR/RPLC	*	1,990.77	
		8/12/21	383	202107 330-57200-46000 JUL GEN FACILITY MAINT	*	1,733.14	
		8/12/21	383	202107 330-57200-46000 JUL GROUNDS MAINT	*	1,665.24	
		8/12/21	383	202107 330-57200-46201 JUL JANITORIAL SUPPLIES	*	265.25	
				RIVERSIDE MANAGEMENT SERVICES INC			5,654.40 002903
9/07/21	00005	8/15/21	124703	202106 310-51300-31500 JUN GENERAL COUNSEL	*	827.00	
				HOPPING GREEN & SAMS			827.00 002904
9/22/21	00181	9/14/21	09142021	202109 300-36900-10100 REFUND DEPOSIT REIMB	*	75.00	
				ASHLEY SCHAFER			75.00 002905
9/22/21	00035	9/09/21	14162	202109 300-15500-10000 FY22 INSURANCE RENEWAL	*	18,548.00	
				EGIS INSURANCE ADVISORS, LLC			18,548.00 002906
9/22/21	00002	8/31/21	I0337035	202108 310-51300-48000 NOTICE OF MEETING 8/26/21	*	550.64	
				THE FLORIDA TIMES-UNION			550.64 002907
9/22/21	00003	9/01/21	219	202109 310-51300-34000 SEPT MANAGEMENT FEES	*	3,690.83	
		9/01/21	219	202109 310-51300-49100 SEPT WEBSITE ADMIN	*	100.00	
		9/01/21	219	202109 310-51300-35100 SEPT INFORMATION TECH	*	83.33	

PRP --PINERIDGE-- BPEREGRINO

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

RUN 10/08/21

PAGE 7

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		9/01/21 219	202109 310-51300-31300		*	416.67	
		SEPT DISSEMIN AGENT SRVS					
		9/01/21 219	202109 310-51300-51000		*	1.17	
		OFFICE SUPPLIES					
		9/01/21 219	202109 310-51300-42000		*	220.08	
		POSTAGE					
		9/01/21 219	202109 310-51300-42500		*	52.35	
		COPIES					
		9/01/21 219	202109 310-51300-41000		*	59.11	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			4,623.54 002908
9/22/21 00073		8/31/21 385	202108 330-57200-34110		*	1,412.50	
		AUG FAC ASSISTANT					
		8/31/21 386	202108 330-57200-34200		*	575.68	
		AUG DECK MONITORS					
		8/31/21 387	202108 330-57200-34200		*	2,400.48	
		LIFEGUARD SRV 8/21-9/6/21					
		9/01/21 384	202109 330-57200-46200		*	645.00	
		SEPT JANITORIAL SRVS					
		9/01/21 384	202109 330-57200-46400		*	1,041.67	
		SEPT POOL MAINT SRVS					
		9/01/21 384	202109 330-57200-34000		*	1,776.75	
		SEPT CONTRACT ADMIN					
		9/01/21 384	202109 330-57200-34100		*	4,545.75	
		SEPT FAC MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES INC			12,397.83 002909
9/30/21 00107		9/18/21 SSI10249	202108 330-57200-34500		*	120.00	
		AUG ADMIN FEE					
		9/18/21 SSI10249	202108 330-57200-34500		*	25.00	
		AUG SCHEDULING FEE					
				CLAY COUNTY SHERIFF'S OFFICE			145.00 002910
9/30/21 00089		9/01/21 INV10545	202109 320-53800-46200		*	7,160.00	
		SEPT LANDSCAPE MAINT					
				DOWN TO EARTH			7,160.00 002911
9/30/21 00051		8/10/21 1066771	202108 330-57200-46000		*	300.00	
		AUG TERMITE RENEWAL					
				FREEDOM PEST CONTROL			300.00 002912
9/30/21 00109		8/11/21 S-11757	202108 330-57200-46100		*	2,986.49	
		RPLCD BLOWER MOTOR					
				HOWARD SERVICES, INC.			2,986.49 002913
				PRP --PINERIDGE-- BPEREGRINO			

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 10/08/21
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

PAGE 8

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/30/21	00106	9/06/21 09062021	202108 330-57200-34500		*	120.00	
		8/13/21 SECURITY					
		9/06/21 09062021	202108 330-57200-34500		*	120.00	
		8/27/21 SECURITY					
				MATTHEW EDMONSON			240.00 002914
9/30/21	00073	9/16/21 388	202109 300-15500-10000		*	429.16	
		GOODIE BAGS 10/30/21					
		9/23/21 390	202109 300-15500-10000		*	1,109.71	
		EVENT DECOR 10/30/21					
		9/27/21 391	202109 300-15500-10000		*	409.80	
		EVENT COSTUMES 10/30/21					
				RIVERSIDE MANAGEMENT SERVICES INC			1,948.67 002915
9/30/21	00073	9/21/21 389	202108 330-57200-46201		*	123.48	
		AUG JANITORIAL SUPPLIES					
		9/21/21 389	202108 320-53800-46400		*	668.50	
		AUG LAKE MAINTENANCE					
		9/21/21 389	202108 320-53800-46000		*	420.00	
		AUG REPAIRS & MAINTENANCE					
		9/21/21 389	202108 330-57200-46100		*	1,501.91	
		AUG REPAIRS/REPLACEMENTS					
				RIVERSIDE MANAGEMENT SERVICES INC			2,713.89 002916
9/30/21	00076	9/01/21 601969	202109 320-53800-46400		*	770.00	
		SEPT LAKE MAINTENANCE					
				THE LAKE DOCTORS INC			770.00 002917
9/30/21	00182	8/31/21 08312021	202108 330-57200-34500		*	120.00	
		8/15/21 SECURITY					
		8/31/21 08312021	202108 330-57200-34500		*	120.00	
		8/28/21 SECURITY					
				TYLER GROSDIDIER			240.00 002918
				TOTAL FOR BANK A		144,209.69	
				TOTAL FOR REGISTER		144,209.69	

PRP --PINERIDGE-- BPEREGRINO

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Fwd: deposit refund
Date: June 25, 2021 at 4:24 PM
To: Margaret Bronson mbronson@gmsnf.com
Cc: Pine Ridge Plantation prmgr@riversidemgtsvc.com

BP

Margaret,

Please see attached rental revenue refund for processing.

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: deposit refund
Date: June 25, 2021 at 4:16:35 PM EDT
To: Bernadette Peregrino <bperegrino@gmsnf.com>

Good afternoon! I need to have a security deposit refund issued for Affeya Jackson. She paid her security deposit with a money order #2088607695. It would have been in with my deposit summary from 5.26.21

Affeya Jackson - \$250
1750 Foggy Day Drive
Middleburg, FL 32068

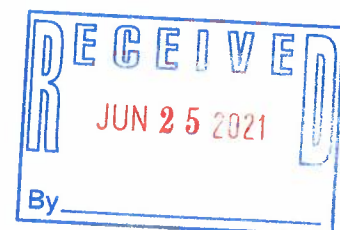
Hope you enjoy your weekend

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

175A

1. 300.36900. 10100
Rental Deposit Refund





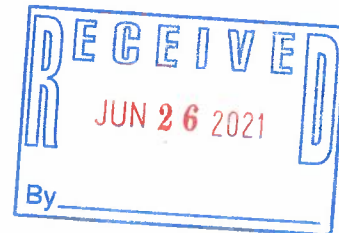
AMERICAN ELECTRICAL

Contracting, Inc.

5065 St. Augustine Road, Suite 3 | Jacksonville, FL 32207 | Office (904) 737-7770 | Fax (904) 737-1099

SOLD TO Riverside Management Services Inc 9655 Florida Mining Blvd 305 Building 300 Suite 305 Jacksonville, FL 32257	INVOICE Invoice Number: W44526 Invoice Date: Jun 23/21 Terms: Customer Code: 4200PINERI Reference: RP Customer Order: Work Order #: 00046460 Work Order Type: T&M Job Location: Pine Ridge Plantation Called By: Tom Starting Date: Jun 10/21 Completion Date: Jun 10/21
JOB LOCATION Pine Ridge Plantation 4200 Pine Ridge Parkway Jacksonville, FL 32068 904-671-4204	

Description	Qty	Price	Total
Work Performed 6/10/21 -Relamped six LED fixtures that were out. -All working now. Labor - \$682.00 Material - \$818.42 Total - \$1,500.42			
Total Invoice			1,500.42



Repairs + Maintenance - Field

1.320.53800.46000

6/28/21

177

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342



May 2021
INV97842

Customer

GMS
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068
pszoza@rmsnf.com
(000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
5/5/21 Service Call Repairs	5/21/2021	6/20/2021	Net 30	

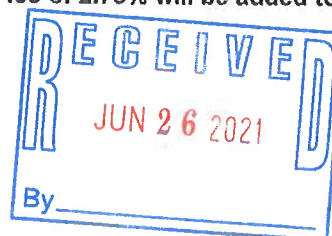
Item	Qty	Rate	Amount
Scope of Work			
Used a 6" spray head, nozzles, and fitting in island at entrance			
Repaired (2) 1" lateral line breaks by construction ramp under power lines			

Irrigation Repairs			
1/2" Fittings (Equipment) - Each	1	\$2.00	\$2.00
1" Lateral Line Fitting - Each	2	\$3.00	\$6.00
1" Repair Coupling - Each	1	\$20.00	\$20.00
3/4" Lateral Line Pipe - Foot	2	\$1.00	\$2.00
6" Pop Up Spray - Each	1	\$14.95	\$14.95
Irrigation Technician Labor - Hours	2	\$58.50	\$117.00
Rainbird MPR Nozzle (Equipment) - Each	1	\$2.25	\$2.25
Sub Total			\$164.20

Landscape Maintenance
1.320.53800.46200 89A
[Signature] 6/28/21

Subtotal	\$164.20
Payments/Credits	\$0.00
Balance Due	\$164.20

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.



Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342



June 2021
INV98066

Customer

GMS
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068
pszoza@rmsnf.com
(000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
Pine Ridge CDD	6/1/2021	7/1/2021	Net 30	

Item	Qty	Rate	Amount
Lawncare Recurring Monthly Maintenance	1	\$7,160.00	\$7,160.00

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

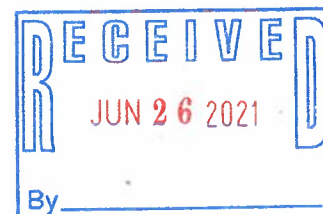
Payment terms are net 30 days, with late payments subject to a 18% per annum interest rate applied daily on the overdue balance. A processing fee of 2.75% will be added to all credit card payments.

Landscape Maintenance

1.320.53800.46200

 6/28/21

89A



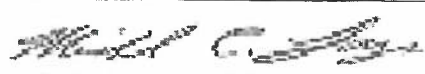
Michael Layne
4631 Hedgehog St. Middleburg, FL 32068
(904)509-0828

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 06-27-2021

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


FOR:
prmqr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
06-26-2021	Amenity center and neighborhood patrol	1930/2330	4.0	\$30.00	\$120.00
06-27-2021	Amenity center and neighborhood patrol	1900/2300	4.0	\$30.00	\$120.00
DEPUTY SIGNATURE: 		TOTAL	8.0		\$240.00

Make all checks payable to Michael Layne

Thank you for your business!

176A

Security
1-330-57200-34500
 6/28/21





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

Invoice

Date

7/1/2021

Invoice #

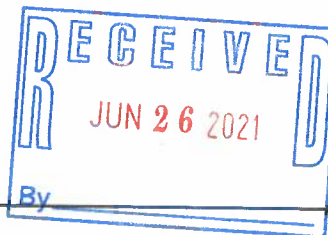
131295600307

Terms	Net 20
Due Date	7/21/2021
PO #	
For Invoice Grouping	No

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



Pool Chemicals

1.330.57200.46500

[Signature] 6/28/21

Total 1,025.52
Amount Due \$1,025.52

54A

Remittance Slip

Customer
13GMS100
Invoice #
131295600307

Amount Due \$1,025.52

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295600307

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



Invoice
75203

Invoice Date
 6/29/2021

38A

1.320.53800.46000

Bill To
Pine Ridge Plantation CDD c/o Governmental Management Services 475 West Town Place Suite 114 St Augustine, FL 32092

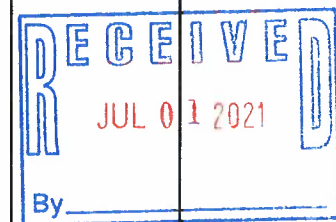
Job Location
Pine Ridge Plantation CDD 4200 Pine Ridge Parkway Middleburg, FL 32068

Bob's Backflow & Plumbing Services, Inc.
 4640 Subchaser Ct, Ste 113
 Jacksonville, FL 32244
 Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

P.O. Number	Terms	Due Date
	Net 30	7/29/2021

Serviced	Description	Quantity	Price Each	Amount
6/25/2021	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider	6	45.00	270.00
	4388-1 Pine Ridge			
	Irrigation: 1" Apollo RPLF4A Serial# 661417 - PASSED			
	4200 Pine Ridge			
	Irrigation: 2" Febco 860 Serial# H16079 - PASSED			
	Irrigation: 2" Wilkins 975XL Serial# 2842607 - PASSED			
	Potable: 2" Wilkins 975XL Serial# 2953195 - PASSED			
	Fire Bypass: 3/4" Wilkins 950XL Serial# 3112047 - PASSED			
	Fire: 6" Wilkins 350ADA Serial# V18579 - PASSED			



Please note there was a small increase for testing on 2/1/2021. Due to circumstances out of our control, we had to raise our cost for testing for the first time in over eight years. We appreciate your understanding and continued business.

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

Total	\$270.00
Payments/Credits	\$0.00
Balance Due	\$270.00

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342



June 2021
INV100378

Customer

GMS
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068
tchewning@rmsnf.com
(000) 509-6465

89A

Project/Job	Invoice Date	Due Date	Terms	PO #
Irrigation 4" spray conversion	6/25/2021	7/25/2021	Net 30	

Item	Qty	Rate	Amount
Scope of Work We propose to change (48) 4" sprays to 6" sprays for coverage on both Night Owl Trails. zones 6 & 8 of Pine Ridge Pkwy # 2 controller. Also will relocate heads closer to the sidewalk.			

Irrigation Repairs <i>June</i>			
hours - 06/15/21 -	6.28	\$58.50	\$367.38
Sub Total			\$367.38

Subtotal	\$367.38
Payments/Credits	\$0.00
Balance Due	\$367.38

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.

Landscape Maintenance

1.320.53800.46200

[Signature] 7/9/21



Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 217

Invoice Date: 7/1/21

Due Date: 7/1/21

Case:

P.O. Number:

Bill To:

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

3A

Description	Hours/Qty	Rate	Amount
Management Fees - July 2021 1-310-51300-34000		3,690.83	3,690.83
Website Administration - July 2021 1-310-51300-49100		100.00	100.00
Information Technology - July 2021 1-310-51300-35100		83.33	83.33
Dissemination Agent Services - July 2021 1-310-51300-31300		416.67	416.67
Office Supplies 1-310-51300-51000		0.42	0.42
Postage 1-310-51300-42000		12.49	12.49
Copies 1-310-51300-42500		27.15	27.15

**Total** \$4,330.89**Payments/Credits** \$0.00**Balance Due** \$4,330.89

Hopping Green & Sams

Attorneys and Counselors

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

STATEMENT

May 31, 2021

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

Bill Number 123541
Billed through 04/30/2021

General Counsel/Monthly Meeting
PRIDGE 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

04/07/21	WSH	Review agenda for special meeting.	0.20 hrs
04/19/21	WSH	Review correspondence from counsel for Richmond America regarding landscape request.	0.30 hrs
04/20/21	WSH	Review and revise minutes.	0.30 hrs
04/27/21	WSH	Review correspondence from counsel for Richmond American and confer with Torres; confer with counsel for Richmond.	0.60 hrs
04/28/21	WSH	Confer with counsel for Richmond America regarding landscape; confer with Torres regarding same.	0.60 hrs
04/29/21	WSH	Review and revise agreement regarding landscaping.	0.70 hrs
04/29/21	KFJ	Confer with Haber; prepare landscape conveyance and funding agreement.	3.10 hrs
04/30/21	WSH	Finalize agreement regarding landscaping; confer with counsel for Richmond America.	0.60 hrs
Total fees for this matter			\$1,245.50

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	3.10 hrs	125 /hr	\$387.50
Haber, Wesley S.	3.30 hrs	260 /hr	\$858.00

TOTAL FEES \$1,245.50

TOTAL CHARGES FOR THIS MATTER \$1,245.50

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	3.10 hrs	125 /hr	\$387.50
Haber, Wesley S.	3.30 hrs	260 /hr	\$858.00

=====

TOTAL FEES

\$1,245.50

TOTAL CHARGES FOR THIS BILL

\$1,245.50

Please include the bill number with your payment.

CCSO OFF-DUTY INVOICE

FOR:
prmgr@riversidemgtsvc.com

1.330.572.00.34500

Handwritten signature 7/9/21

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

Invoice

Invoice #: 375
Invoice Date: 6/30/2021
Due Date: 6/30/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Facility Assistant through June 2021 330.572.3411	64	25.00	1,600.00



Total \$1,600.00

Payments/Credits \$0.00

Balance Due \$1,600.00

7/8/21
[Signature]

PINE RIDGE CDD

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
64	Facility Assistant	\$ 25.00	\$ 1,600.00

Covers Period: JUNE 2021

GL # 330.572.3411

TOTAL DUE:

\$ 1,600.00

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF JUNE 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/5/21	8	R.W.	Completed daily checklist, returned calls and emails
6/6/21	8	R.W.	Completed daily checklist, returned calls and emails
6/12/21	8	R.W.	Completed daily checklist, returned calls and emails
6/13/21	8	R.W.	Completed daily checklist, returned calls and emails
6/19/21	8	R.W.	Completed daily checklist, returned calls and emails
6/20/21	8	R.W.	Completed daily checklist, returned calls and emails
6/26/21	8	R.W.	Completed daily checklist, returned calls and emails
6/27/21	8	R.W.	Completed daily checklist, returned calls and emails
<u>64</u>			

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

Invoice

Invoice #: 376
Invoice Date: 6/30/2021
Due Date: 6/30/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Lifeguard Services through June 2021 330.572.3420	150.04	16.00	2,400.64
<div>RECEIVED JUL 08 2021 By _____</div>			

Total \$2,400.64

Payments/Credits \$0.00

Balance Due \$2,400.64

7/8/21
OK

PINE RIDGE CDD

LIFEGUARDS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
150.04	Lifeguards	\$ 16.00	\$ 2,400.64

Covers June 2021

GL # 330.572.3420

TOTAL DUE:

\$ 2,400.64

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR JUNE 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/5/21	5.82	M.N.	Lifeguarding
6/5/21	5.72	R.G.	Lifeguarding
6/5/21	5.8	J.G.	Lifeguarding
6/6/21	5.72	M.N.	Lifeguarding
6/6/21	6.07	R.G.	Lifeguarding
6/6/21	5.77	J.G.	Lifeguarding
6/10/21	4.27	M.N.	Lifeguarding
6/10/21	3.92	R.G.	Lifeguarding
6/10/21	4.15	J.G.	Lifeguarding
6/11/21	4.27	M.N.	Lifeguarding
6/11/21	4.25	R.G.	Lifeguarding
6/11/21	4.23	J.G.	Lifeguarding
6/12/21	5.77	M.N.	Lifeguarding
6/13/21	5.93	M.N.	Lifeguarding
6/13/21	5.85	R.G.	Lifeguarding
6/13/21	5.65	J.G.	Lifeguarding
6/19/21	5.82	M.N.	Lifeguarding
6/20/21	5.82	M.N.	Lifeguarding
6/24/21	4.27	M.N.	Lifeguarding
6/24/21	4.03	J.G.	Lifeguarding
6/24/21	4.03	R.G.	Lifeguarding
6/25/21	4.23	M.N.	Lifeguarding
6/25/21	4.08	J.G.	Lifeguarding
6/25/21	4.07	R.G.	Lifeguarding
6/26/21	5.77	M.N.	Lifeguarding
6/26/21	5.67	J.G.	Lifeguarding
6/26/21	5.77	R.G.	Lifeguarding
6/27/21	5	M.N.	Lifeguarding
6/27/21	4.67	J.F.	Lifeguarding
6/27/21	3.62	S.B.	Lifeguarding

GRAND TOTAL 150.04

Additional Attendant/Lifeguards
GL Code: 330-572-3420

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

Invoice

Invoice #: 377
Invoice Date: 6/30/2021
Due Date: 6/30/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Deck Monitors through June 2021 330.572.3420	55.29	16.00	884.64
<div>RECEIVED JUL 08 2021 By _____</div>			

Total \$884.64

Payments/Credits \$0.00

Balance Due \$884.64

7/8/21
CA

PINE RIDGE CDD

DECK MONITORS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
55.29	Deck Monitors	\$ 16.00	\$ 884.64

Covers June 2021

GL # 330.572.3420

TOTAL DUE:

\$ 884.64

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
DECK MONITOR BILLABLE HOURS FOR JUNE 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/5/21	5.83	E.M.	Deck Monitor
6/6/21	5.82	E.M.	Deck Monitor
6/10/21	4.3	E.M.	Deck Monitor
6/11/21	4.15	E.M.	Deck Monitor
6/12/21	5.72	E.M.	Deck Monitor
6/13/21	5.63	E.M.	Deck Monitor
6/17/21	4.35	E.M.	Deck Monitor
6/18/21	4.27	E.M.	Deck Monitor
6/20/21	1.37	E.M.	Deck Monitor
6/24/21	4.07	E.M.	Deck Monitor
6/25/21	4.03	E.M.	Deck Monitor
6/26/21	5.75	E.M.	Deck Monitor

GRAND TOTAL 55.29

Additional Attendant/Lifeguards
GL Code: 330-572-3420

Riverside Management Services, Inc

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

Invoice

Invoice #: 374

Invoice Date: 7/1/2021

Due Date: 7/1/2021

Case:

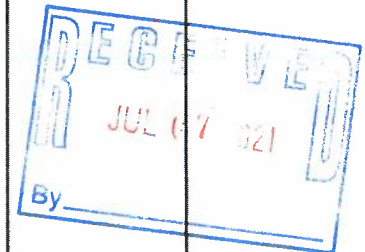
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Janitorial Services - July 2021 330.572.4620		645.00	645.00
Pool Maintenance Services - July 2021 330.572.4640		1,041.67	1,041.67
Contract Administration - July 2021 330.572.3400		1,776.75	1,776.75
Facility Management - Pine Ridge Plantation - July 2021 330.572.3410		4,545.75	4,545.75

**Total** \$8,009.17**Payments/Credits** \$0.00**Balance Due** \$8,009.177/7/21
Ø

INVOICE



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

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

Invoice #	588828
Account #	719342
Invoice Date	7/1/2021
Due Date	7/11/2021
Rep	MAS

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

76A

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) Water Mgmt Serv - Additional Area, Lake 11, Added Effective November 2020	670.00 100.00
<p>1.320.53800.4640</p> <p>July Lake Maintenance</p> <p>RECEIVED JUL 09 2021 By _____</p> <p>Customer Total Balance \$770.00</p>		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$770.00

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 #	588828
Account #	719342
Date	7/1/2021

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 #	Lake Maintenance		
Card Verification #	1.320.53800.46400		
Exp. Date #			
Print Name			
Billing Address:	Check box if same as above		
Signature	[Signature] 7/9/21		



Berger, Toombs, Elam,
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

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

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

46A

1.310.51300,32200

Invoice No. 354808
Date 07/11/2021
Client No. 19560

Services rendered in connection with the audit of the Basic Financial Statements
as of and for the year ended September 30, 2020.

Total Invoice Amount \$ 3,100.00



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



Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
GREEN COVE SPRINGS, FL 32043

(904) 284-7575

Invoice Number: SSI10163
Invoice Date: 7/15/2021

Page: 1

Attn: Fiscal - Accounts Receivable

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

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

Due Date 7/30/2021
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 7/15/2021
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JUNE 2021		8	8	5.00	40.00
Fees-2nd Employment Scheduling		1	1	25.00	25.00

20.00
18.50



107A
1.330.57200.34500

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 65.00

Subtotal: 65.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 65.00

2
32.50

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342

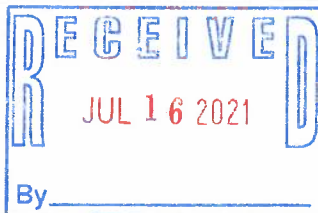


July 2021
INV100751

Customer
GMS Pine Ridge CDD 4200 Pine Ridge Plantation Middleburg FL 32068 tchewning@rmsnf.com (000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
Pine Ridge CDD	7/1/2021	7/31/2021	Net 30	

Item	Qty	Rate	Amount
Lawn care Recurring Monthly 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.

July 89A
Landscape Maintenance
1. 320.53800.46200
[Signature] 7/16/21





Pine Ridge CDD
GMS-SF, LLC
5385 N Nob Hill Road
Sunrise, FL 33351

July 12, 2021
Project No: 03136.08000
Invoice No: 0198702

Project 03136.08000 Pine Ridge Cdd - Completion Report
Work Description: Review Lot Size with Tax Roll

Professional Services rendered through June 30, 2021

Professional Personnel

		Hours	Rate	Amount
Principal - Vice President				
Ma, Ka Tai	6/5/2021	.50	245.00	122.50
Ma, Ka Tai	6/19/2021	.50	245.00	122.50
Totals		1.00		245.00
Total Labor				245.00
Invoice Total this Period				<u>\$245.00</u>

1. 310.51300. 31100

SA

England-Thimys & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8600 • fax 904-646-9485
CA-00002584 LC-0000316

Hopping Green & Sams

Attorneys and Counselors

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

STATEMENT

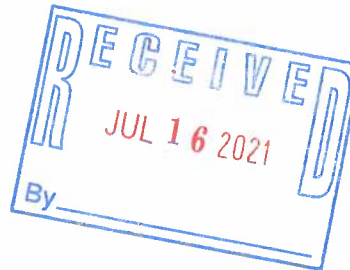
January 29, 2021

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

Bill Number 120215
Billed through 12/31/2020

1. 310.51300.31500

514



General Counsel/Monthly Meeting
PRIDGE 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

12/02/20	WSH	Review proposed agenda.	0.20 hrs
12/03/20	WSH	Confer with Torres regarding proposal for amendment to landscape maintenance contract.	0.20 hrs
12/11/20	WSH	Prepare for Board meeting.	0.30 hrs
12/14/20	WSH	Prepare for and participate in Board meeting.	0.50 hrs
12/16/20	WSH	Confer with Torres and Lucas regarding revisions to agreement for architectural services.	0.40 hrs
12/31/20	EGRE	Research application of E-Verify law; prepare memorandum regarding same.	0.10 hrs
Total fees for this matter			\$435.00

MATTER SUMMARY

Gregory, Emma C.	0.10 hrs	190 /hr	\$19.00
Haber, Wesley S.	1.60 hrs	260 /hr	\$416.00

TOTAL FEES \$435.00

TOTAL CHARGES FOR THIS MATTER

\$435.00

BILLING SUMMARY

Gregory, Emma C.	0.10 hrs	190 /hr	\$19.00
Haber, Wesley S.	1.60 hrs	260 /hr	\$416.00

TOTAL FEES \$435.00

TOTAL CHARGES FOR THIS BILL

\$435.00

=====

Please include the bill number with your payment.

INVOICE

CLIENT NAME

PINE RIDGE

CLIENT NUMBER

CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

7/15/2021

EVENT	DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL
1	06/26/21 0000 - 06/26/21 0000 <i>sec.</i>	PINE RIDGE	Michael Layne 06/26/21 1930 - 06/26/21 2330	4 (hrs) 4	\$30.00	\$120.00 \$120.00
			EVENT TOTAL:			
2	06/27/21 0000 - 06/27/21 0000 <i>sec</i>	PINE RIDGE	Michael Layne 06/27/21 1930 - 06/27/21 2330	4 (hrs) 4	\$30.00	\$120.00 \$120.00
			EVENT TOTAL:			
			INVOICE TOTAL:	(hrs) 8		\$240.00

1,330,57200,34500

176A

Riverside Management Services, Inc

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

Invoice

Invoice #: 378

Invoice Date: 7/13/2021

Due Date: 7/13/2021

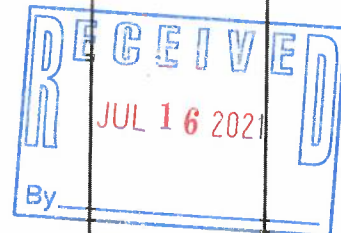
Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2021		2,804.32	2,804.32
Maintenance Supplies		1,790.87	1,790.87
Repairs + Replacements - Amenity \$ 1244. ⁶⁴ 1.330.57200.46100			
General Facility Maint. \$ 1233. ¹⁵ 1.330.57200.46000			
Repairs + Maint - Grounds \$ 1623. ⁵³ 1.320.53800.46000			
Janitorial Supplies \$ 243.87 1.330.57200.46201			
Permit Fees \$ 250. 1.330.57200.54000			



Total	\$4,595.19
Payments/Credits	\$0.00
Balance Due	\$4,595.19

7-16-21
②

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JUNE 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/21	3	L.F.	Straightened pool furniture, blew leaves and debris off pool deck, checked and changed all trash receptacles, changed and restocked dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
6/2/21	4	R.M.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
6/2/21	4	L.F.	Inspected and cleaned lakes and outfall structures (Used Gator and Large Trailer)
6/2/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
6/3/21	6	L.F.	Paver repair on pool deck, picked up supplies, blew leaves and debris off pool deck, straightened pool furniture, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
6/7/21	4	L.F.	Repaired toilet paper holder, vacuumed out A/C drain pipe, picked up supplies, cleaned base boards in clubroom, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
6/9/21	3	F.S.	Checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways, blew leaves and debris off common areas
6/10/21	3	L.F.	Met with electrician, light inspection, removed debris from amenity center, pool, common areas, playground and roadways
6/11/21	8	L.F.	Installed cover over electrical box, removed dirt from curbing, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
6/14/21	3	L.F.	Straightened pool furniture, blew leaves and debris off pool deck, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
6/15/21	8	L.F.	Straightened pool furniture, assembled and installed dog waste receptacles, hung up You Are on Camera signs, blew leaves and debris off pool deck, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
6/16/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
6/16/21	2	L.F.	Removed debris from around the lakes
6/16/21	6	B.H.	Cleaned street lamps and covers, cleaned mirrors and windows, removed debris throughout the community
6/18/21	9	L.F.	Dusted cob webs on building, picked up supplies, checked and changed all dog waste receptacles and trash receptacles, removed debris from amenity center, pool, common areas, playground, roadways and lakes, blew leaves and debris off pool deck
6/28/21	3	L.F.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
6/30/21	3	F.S.	Removed all cobwebs around the amenity center building, checked and changed all trash receptacles, removed debris from amenity center, common areas, playground and roadways
6/30/21	3	L.F.	Straightened pool furniture, blew leaves and debris off pool deck and breezeway, checked and restocked dog pots, removed debris around pool and common areas

TOTAL 78

MILES 167

*Mileage is reimbursable per section 112.081 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 07/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	6/2/21	John Deere Gator and Trailer Rental	70.00	R.M.
	6/2/21	Contractor Trash Bags	22.94	R.M.
	6/2/21	Gas for John Deere Gator	9.00	R.M.
	6/4/21	Pool Permit	255.06	T.C.
	6/4/21	Pine Sol	11.49	M.C.
	6/4/21	Microfiber Towels 36pk	18.39	M.C.
	6/4/21	Microfiber Towels	17.24	M.C.
	6/7/21	60lb Concrete (2)	8.90	L.F.
	6/9/21	Restroom Closed for Cleaning Sign	45.94	M.C.
	6/10/21	13pk Stackable Kid Chairs (2)	564.16	M.C.
	6/10/21	Kids Folding Tables (6)	307.62	T.C.
	6/16/21	John Deere Gator and Trailer Rental	70.00	R.M.
	6/16/21	Contractor Trash Bags	22.94	R.M.
	6/16/21	Gas for John Deere Gator	9.00	R.M.
	6/18/21	Shower Rings (3)	12.01	L.F.
	6/18/21	Soft Soap (4)	6.76	L.F.
	6/18/21	42 Gallon Trash Bags 50ct	33.32	L.F.
	6/18/21	Shower Liner (3)	34.43	L.F.
	6/18/21	Toilet Paper 18 rolls	28.72	L.F.
	6/18/21	31 Gallon Trash Cans (2)	33.32	L.F.
	6/18/21	Pool Test Kit	14.94	T.C.
	7/1/21	Shower Handels	194.71	T.C.
		TOTAL	<u>\$1,790.87</u>	


Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 218**Invoice Date:** 8/1/21**Due Date:** 8/1/21**Case:****P.O. Number:****Bill To:**

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

3A

Description	Hours/Qty	Rate	Amount
Management Fees - August 2021 1.310.513.340		3,690.83	3,690.83
Website Administration - August 2021 1.310.513.491		100.00	100.00
Information Technology - August 2021 1.310.513.357		83.33	83.33
Dissemination Agent Services - August 2021 1.310.513.313		416.67	416.67
Copies 1.310.513.42500		173.85	173.85
			

Total \$4,464.68**Payments/Credits** \$0.00**Balance Due** \$4,464.68

Michael Layne
4631 Hedgehog St. Middleburg, FL 32068
(904)509-0828

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:

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

FOR:
prmgr@riversidemgtsvc.com

tchewning@rmsnf.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
07/10/2021	Amenities center and neighborhood patrol (Located DUI driver and they were arrested by patrol.)	1900/2300	4.0	30.00	120.00
07/11/2021	Amenities center and neighborhood patrol	1930/2330	4.0	30.00	120.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total				

Make all checks payable to Michael Layne

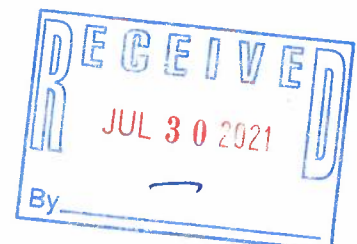
Thank you for your business!

176A

Security

1.330.57200.34500

Michael C. Layne 7/30/21





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

Invoice

Date 8/1/2021

Invoice # 131295601014

Terms	Net 20
Due Date	8/21/2021
PO #	
For Invoice Grouping	No

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
<div data-bbox="954 907 1286 1144" data-label="Image"></div> <div data-bbox="532 1207 641 1270" data-label="Text"><p>54A</p></div>				

Aug Pool Chemicals

1.330.57200.46500

[Signature] 7/23/21

Total 1,025.52
Amount Due \$1,025.52

Remittance Slip

Customer
13GMS100
Invoice #
131295601014

Amount Due \$1,025.52

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295601014



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC
8400 Baymeadows Way
Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 7681244
DATE: 7/29/2021
ORDER: 7681244

Bill To: [347869]

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

Work

Location: [347869] 904-291-8878

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

Work Date	Time	Target Pest	Technician	Time In
7/29/2021	02:50 PM	GHP		02:50 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	7/29/2021		03:04 PM

Service	Description	Price
CPCQ	Commercial Pest Control - Quarterly Service	\$98.70
152A		
General Facility Maint.		
1.330. 57200. 46000		
[Signature] 7/30/21		
SUBTOTAL		\$98.70
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$98.70
PRIOR BAL		\$0.00
AMOUNT DUE		\$98.70

RECEIVED
JUL 30 2021
By _____

TECHNICIAN SIGNATURE
[Signature]

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.



3226 Talleyrand Ave.
Jacksonville, FL 32206

Phone Number: (904) 356-2333

Invoice Date

7/20/2021

Invoice #

20211134

INVOICE

Job At:

4200 PINERIDGE PARKWAY
MIDDLEBURG, FL 32068

Bill To:

RIVERSIDE MANAGEMENT SERVICES
9655 FLORIDA MINING BLVD W.
BLDG 300 STE 305
JACKSONVILLE, FL 32257

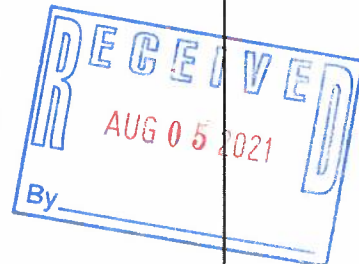
**PLEASE PAY
THIS AMOUNT** ▶▶▶▶ **\$6,233.00**

Make checks payable to: **Armstrong Fence Company**

Project Name:	PINERIDGE
---------------	-----------

P.O. No.	Terms	Due Date	Rep
	Due on receipt	7/20/2021	AGW

Description	Qty	Rate	Amount
PROVIDE AND INSTALL 296FT OF 3-RAIL WHITE RANCH STYLE VINYL FENCE PER CONTRACT; INCLUDES REMOVAL NO DEPOSIT- ESTABLISHED CUSTOMER 180A GF Amenity Cont. line 1. 320.538.490	1	6,233.00	6,233.00



Thank you choosing Armstrong Fence Co!
FOLLOW US. LIKE US. REVIEW US. REFER US.
armstrong-fence.com

For Billing Inquiries Call (904) 356-2333

Subtotal	\$6,233.00
Sales Tax (7.5%)	\$0.00
Total	\$6,233.00
Payments/Credits	\$0.00
Balance Due	\$6,233.00

Double Branch Community Development District
370 Oakleaf Village Pkwy
Orange Park, FL 32065

Date	Invoice#
7/28/21	101

Bill To
Pine Ridge Plantation CDD 4200 Pine Ridge Parkway Middleburg, FL 32068

		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate	Amount	
Pool Facility Maintenance – Replacement VFD for filter motor, to be replaced by RMS Work completed 4/21 Please make checks payable to: Double Branch CDD <i>1.330.57200.46100</i> <i>GF</i> <i>R/m</i> <i>179A</i>		\$1,785.00	1785.00	
		<div style="border: 1px solid blue; padding: 5px; text-align: center;"> RECEIVED JUL 28 2021 By _____ </div>		
		Total	\$1785.00	
		Payments/Credits	\$0.00	
		Balance Due	\$1785.00	

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342



**DOWN TO
EARTH**

LANDSCAPE & IRRIGATION

August 2021
INV102887

Customer

GMS
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068
pszoza@rmsnf.com
(000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
Pine Ridge CDD	8/1/2021	8/31/2021	Net 30	

Item	Qty	Rate	Amount
Lawncare Recurring Monthly Maintenance	1	\$7,160.00	\$7,160.00

*Aug. Landscape Maintenance
891A*

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.

*Landscape Maint.
1,320.53800.46200
Aug 8/13/21*





Pine Ridge CDD
GMS-SF, LLC
5385 N Nob Hill Road
Sunrise, FL 33351

August 6, 2021
Project No: 03136.08000
Invoice No: 0199077

Project 03136.08000 Pine Ridge Cdd - Completion Report

Work Description: Prepare work authorization for Amenity Center

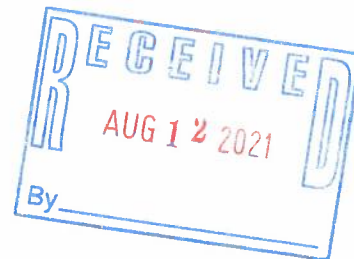
Professional Services rendered through July 31, 2021

Professional Personnel

		Hours	Rate	Amount
Principal - Vice President				
Ma, Ka Tai	7/31/2021	1.00	245.00	245.00
Totals		1.00		245.00
Total Labor				245.00

Invoice Total this Period \$245.00

8A
1.310.51300.31100
July
Service thru
7-31-2021



England-Thimig & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-648-9485
CA-00002684 LC-0000816

ORDER DETAILS

Hi Sarah Sweeting,

Thank you for placing your order. Your order number is:

#8082351

Your order will arrive by: Tuesday 8/10

I- 91616143

[Click here to track this order](#)

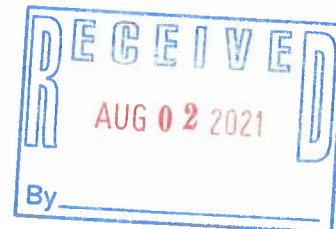
97A - 1.320.538.49000 - Aluminum Desktop sign

*If you have ordered any Promo180 products as part of this order they will arrive separately and likely at a later time to any Holmes Custom products in this order

PRODUCT	SKU	QTY	PRICE
<u>Engraved Deskplate with Aluminum Holder Multiple Sizes</u>	1007180-2	1	\$18.95

Jack Montoya
Supervisor

Material Colors: Black w/ White Letters
Holder Color: Silver
Design: Custom Design
Product Size: 2" x 10"



<u>Engraved Deskplate with Aluminum Holder Multiple Sizes</u>	1007180-2	1	\$18.95
---	-----------	---	---------

Jeff Lewis
Vice Chairman

Material Colors: Black w/ White Letters
Holder Color: Silver
Design: Custom Design
Product Size: 2" x 10"

Subtotal	\$37.90
Shipping & Handling	\$6.95
Grand Total	\$44.85

Grand Total: \$11.00

PAYMENT & DELIVERY DETAILS

Payment method:

Purchase Order

Purchase Order Number: NET30

Shipping info:

James Perry
GMS
475 West Town Place
Suite 114
St. Augustine, Florida, 32092
United States
T: 9049405850

[Access My Account](#)

Have Questions or need to change your order?

[\(888\) 465-6373](tel:(888)465-6373) [Live Chat](#) sales@hcbrands.com

SAVE 25% NOW ON OUR SISTER SITES

Our way of saying thank you, we'd like to offer you 25% off your first purchase from any of our following sites

At checkout use code: THANKS25



The official Koozie®
personalized to
your needs!

mykoozie
by HC Brands

SHOP NOW

YOUR DESIGN
HERE

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

June 30, 2021

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

Bill Number 124402
Billed through 05/31/2021

5A
1,310.51300,31500

General Counsel/Monthly Meeting

PRIDGE 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

05/04/21	WSH	Confer with counsel for Richmond Homes.	0.20 hrs
05/11/21	WSH	Review agenda for May meeting.	0.20 hrs
05/14/21	WSH	Prepare budget approval resolution.	0.30 hrs
05/17/21	WSH	Confer with counsel for Richmond regarding agreement for landscaping; confer with Torres regarding same.	0.30 hrs
05/21/21	WSH	Prepare for Board meeting.	0.40 hrs
05/24/21	WSH	Prepare for and participate in Board meeting.	1.80 hrs
05/25/21	KFJ	Review meeting follow up; confer with Haber.	0.20 hrs
05/27/21	WSH	Review audit award letters and confer with Sweeting regarding same.	0.20 hrs
05/27/21	KFJ	Confer with district manager; prepare budget hearing notice.	0.40 hrs
05/28/21	KFJ	Prepare agreements for amenity management, yoga instructor, fencing installation and beam repair; confer with Haber.	2.20 hrs



Total fees for this matter \$1,234.00

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	2.80 hrs	125 /hr	\$350.00
Haber, Wesley S.	3.40 hrs	260 /hr	\$884.00

TOTAL FEES \$1,234.00

TOTAL CHARGES FOR THIS MATTER \$1,234.00

BILLING SUMMARY

=====			
Jusevitch, Karen F.- Paralegal	2.80 hrs	125 /hr	\$350.00
Haber, Wesley S.	3.40 hrs	260 /hr	\$884.00
TOTAL FEES			\$1,234.00
TOTAL CHARGES FOR THIS BILL			\$1,234.00

Please include the bill number with your payment.

Service Invoice

Page 1 of 1

**Howard Services, Inc.**

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

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
 4200 Pineridge Pkwy
 Middleburg, FL 32068

Pineridge Plantation Community
 Maria
 4200 Pineridge Pkwy
 Middleburg, FL 32068

12866

8/3/2021

S-11688

09/02/2021

Amount Paid

Call Slip Number

Invoice Date

Invoice Number

Due Date

Contractor's License #

12866

8/3/2021

S-11688

09/02/2021

CAC 023502

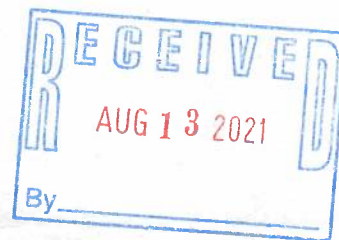
Tech Date
 RAY S 08/03/2021

Equipment:

Unit : CAHU Model : 40RM-008
 Brand: CARR Serial#: 0209U00304
 Location: Cahu 3

Wait for rain to slack off, Found breaker tripped, turned disconnect off and reset breaker, found that blower motor has spun on rubber mount and shorted wires, repaired wires and reset motor in mount, mount is not designed for this application, restarted motor and motor has bad bearings and needs replaced anyway
 (Needs-blower motor and pulley)

109A



Repairs / Replacements - Amenty

1.330.57200.46100

8/13/21

Material	0.00
Labor	250.00
Subtotal	250.00
Tax	0.00
Grand Total	250.00

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

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

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

[illegible]

Invoice

Invoice #: 380
Invoice Date: 7/31/2021
Due Date: 7/31/2021
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 July 2021 330.572.3411	67	25.00	1,675.00

Total	\$1,675.00
Payments/Credits	\$0.00
Balance Due	\$1,675.00

8/5/21

PINE RIDGE CDD

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
67	Facility Assistant	\$ 25.00	\$ 1,675.00

Covers Period: JULY 2021

GL # 330.572.3411

TOTAL DUE:

\$ 1,675.00

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF JULY 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/3/21	6	R.W.	Completed daily checklist, returned calls and emails
7/4/21	5	R.W.	Completed daily checklist, returned calls and emails
7/10/21	8	R.W.	Completed daily checklist, returned calls and emails
7/11/21	8	R.W.	Completed daily checklist, returned calls and emails
7/17/21	8	R.W.	Completed daily checklist, returned calls and emails
7/18/21	8	R.W.	Completed daily checklist, returned calls and emails
7/24/21	8	R.W.	Completed daily checklist, returned calls and emails
7/25/21	8	R.W.	Completed daily checklist, returned calls and emails
7/31/21	8	R.W.	Completed daily checklist, returned calls and emails
<hr/> <div>67</div> <hr/>			

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

Invoice

Invoice #: 381
Invoice Date: 7/31/2021
Due Date: 7/31/2021
Case:
P.O. Number:

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

731A

Description	Hours/Qty	Rate	Amount
Lifeguard Services through July 2021 330.572.3420	228.03	16.00	3,648.48
<div style="border: 1px solid blue; padding: 10px; transform: rotate(-10deg); display: inline-block;"><div>RECEIVED</div><div>AUG 06 2021</div><div>By _____</div></div>			

Total \$3,648.48

Payments/Credits \$0.00

Balance Due \$3,648.48

8/5/21
OK

PINE RIDGE CDD

LIFEGUARDS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
228.03	Lifeguards	\$ 16.00	\$ 3,648.48

Covers July 2021

GL # 330.572.3420

TOTAL DUE:

\$ 3,648.48

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR JULY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/21	4.25	M.N.	Lifeguarding
7/1/21	3.97	J.G.	Lifeguarding
7/1/21	3.97	R.G.	Lifeguarding
7/3/21	5.83	M.N.	Lifeguarding
7/3/21	5.67	J.G.	Lifeguarding
7/3/21	5.95	R.G.	Lifeguarding
7/4/21	5.85	M.N.	Lifeguarding
7/4/21	5.62	J.G.	Lifeguarding
7/4/21	5.7	R.G.	Lifeguarding
7/8/21	3.87	M.N.	Lifeguarding
7/8/21	3.58	J.G.	Lifeguarding
7/8/21	3.78	R.G.	Lifeguarding
7/9/21	4.22	J.G.	Lifeguarding
7/9/21	4.2	R.G.	Lifeguarding
7/9/21	4	M.M.	Lifeguarding
7/10/21	5.65	M.N.	Lifeguarding
7/10/21	5.35	M.M.	Lifeguarding
7/10/21	5.62	B.B.	Lifeguarding
7/11/21	5	M.N.	Lifeguarding
7/11/21	4.75	M.M.	Lifeguarding
7/11/21	5	B.B.	Lifeguarding
7/15/21	4.12	M.N.	Lifeguarding
7/15/21	3.97	M.M.	Lifeguarding
7/15/21	4.15	B.B.	Lifeguarding
7/16/21	4.22	M.N.	Lifeguarding
7/16/21	4.07	M.M.	Lifeguarding
7/17/21	5.52	M.N.	Lifeguarding
7/17/21	5.1	M.M.	Lifeguarding
7/18/21	4.90	M.N.	Lifeguarding
7/18/21	4.70	M.M.	Lifeguarding
7/18/21	5.07	B.B.	Lifeguarding
7/22/21	4.22	M.N.	Lifeguarding
7/22/21	3.48	M.M.	Lifeguarding
7/23/21	4.15	M.N.	Lifeguarding
7/23/21	3.55	J.G.	Lifeguarding
7/23/21	4.12	R.G.	Lifeguarding
7/24/21	5.72	M.N.	Lifeguarding
7/24/21	5.63	B.B.	Lifeguarding
7/25/21	5.83	M.N.	Lifeguarding
7/25/21	5.48	J.G.	Lifeguarding
7/25/21	5.52	R.G.	Lifeguarding
7/29/21	4.17	R.G.	Lifeguarding
7/29/21	4.03	M.M.	Lifeguarding
7/30/21	4.25	M.N.	Lifeguarding
7/30/21	4.05	R.G.	Lifeguarding
7/31/21	5.40	M.N.	Lifeguarding
7/31/21	5.35	R.G.	Lifeguarding
7/31/21	5.43	B.B.	Lifeguarding

GRAND TOTAL 228.03

Additional Attendant/Lifeguards
GL Code: 330-572-3420

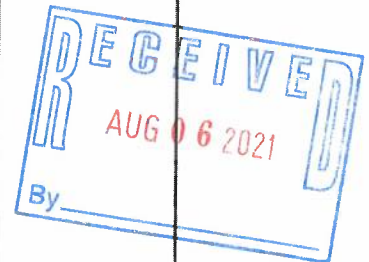
Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 382
Invoice Date: 7/31/2021
Due Date: 7/31/2021
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Deck Monitors through July 2021 330.572.3420	52.83	16.00	845.28



Total	\$845.28
Payments/Credits	\$0.00
Balance Due	\$845.28

8/5/21
[Signature]

PINE RIDGE CDD

DECK MONITORS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
52.83	Deck Monitors	\$ 16.00	\$ 845.28

Covers July 2021

GL # 330.572.3420

TOTAL DUE:

\$ 845.28

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
DECK MONITOR BILLABLE HOURS FOR JULY 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/21	4.15	E.M.	Deck Monitor
7/3/21	5.67	E.M.	Deck Monitor
7/9/21	4.22	E.M.	Deck Monitor
7/10/21	5.55	E.M.	Deck Monitor
7/11/21	5.05	E.M.	Deck Monitor
7/22/21	3.98	E.M.	Deck Monitor
7/23/21	4.23	E.M.	Deck Monitor
7/24/21	5.73	E.M.	Deck Monitor
7/25/21	5.68	E.M.	Deck Monitor
7/29/21	4.17	E.M.	Deck Monitor
7/30/21	4.4	E.M.	Deck Monitor
GRAND TOTAL	<u>52.83</u>		

Additional Attendant/Lifeguards
GL Code: 330-572-3420

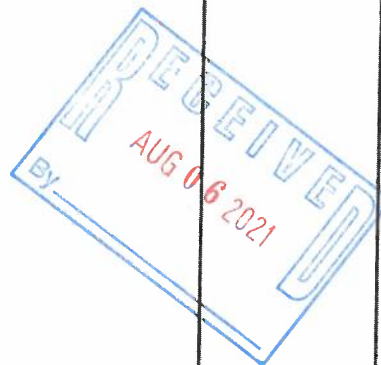
Riverside Management Services, Inc

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

Invoice**Invoice #:** 379**Invoice Date:** 8/1/2021**Due Date:** 8/1/2021**Case:****P.O. Number:****Bill To:**

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

Description		Hours/Qty	Rate	Amount
Janitorial Services - August 2021		330.572,4620	645.00	645.00
Pool Maintenance Services - August 2021		330.572,4640	1,041.67	1,041.67
Contract Administration - August 2021		330.572,3400	1,776.75	1,776.75
Facility Management - Pine Ridge Plantation - August 2021		330.572,3410	4,545.75	4,545.75
Total				\$8,009.17
Payments/Credits				\$0.00
Balance Due				\$8,009.17



8/5/21
CD

INVOICE




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

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

Invoice #	595416
Account #	719342
Invoice Date	8/1/2021
Due Date	8/11/2021
Rep	MAS

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 Management Service (R) Water Mgmt Serv - Additional Area, Lake 11, Added Effective November 2020 <i>Aug Lake Maintenance</i> <i>1.320.538.464</i> <i>76A</i> 	670.00 100.00	
Customer Total Balance		\$770.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!			Total Invoice \$770.00



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 #	595416
Account #	719342
Date	8/1/2021

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 #	<i>Lake Maintenance</i>
Card Verification #	<i>1.320.53800.46400</i>
Exp. Date #	<i>8/6/21</i>
Print Name	<i>[Signature]</i>
Billing Address:	Check box if same as above
Signature	



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

Invoice Number: SSI10207
Invoice Date: 8/13/2021
Page: 1

Attn: Fiscal - Accounts Receivable

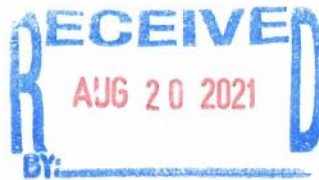
Bill

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

Ship

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

Due Date 8/28/2021
Terms Net 15 Days



Customer ID C0000507
P.O. Number
P.O. Date 8/13/2021
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JULY 2021		6	6	5.00	30.00
Fees-2nd Employment Scheduling		1	1	25.00	25.00

July fee

1,330.57200, 34500

1071A

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 55.00

Subtotal: 55.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 55.00

**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#:327613
Phone#:904-001-0001
Date:08/06/2021

Salesperson: Clay Legals

Classification: Legal Notice

Ad Size: 1.0 x 4.70

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	08/12/2021	08/12/2021	1	47.00	47.00

Payment Information:

Date:	Order#	Type
08/06/2021	327613	BILLED ACCOUNT

1.310.51300.48000
69A

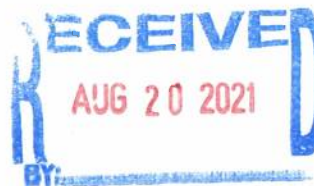
Total Amount: 47.00

Tax: 0.00

Amount Due: 47.00

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


AUG 24TH

LEGAL: 48221 ORDER: 327613

was published in said newspaper in the issues:

08/12/2021

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



**Notice of
Special Meeting**
Pine Ridge Plantation
Community Development District

A special meeting of the Board of
Supervisors of the Pine Ridge
Plantation Community Development
District will be held on Tuesday,
August 24, 2021 at 6:00 p.m. at the
Pine Ridge Plantation Amenity
Center, 4200 Pine Ridge Parkway,
Middleburg, Florida 32068. The
meeting is open to the public and
will be conducted in accordance with
the provisions of Florida Law for
Community Development Districts. A
copy of the agenda for this meeting
may be obtained from the District
Manager, at 475 West Town Place,
Suite 114, St. Augustine, FL 32092
(and phone (904) 940-5850). This
meeting may be continued to a date,
time, and place to be specified on
the record at the meeting.

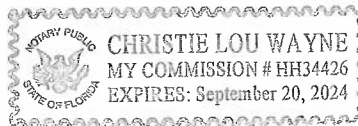
Any person requiring special
accommodations at this meeting
because of a disability or physical
impairment should contact the
District Office at (904) 940-5850 at
least two calendar days prior to the
meeting. If you are hearing or speech
impaired, please contact the Florida
Relay Service at 1-800-955-8770,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

Ernesto Torres
District Manager

Legal 48221 published Aug 12, 2021
in Clay County's Clay Today
newspaper

Sworn to me and subscribed before me 08/12/2021.

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

INVOICE

CLIENT NAME

PINE RIDGE

CLIENT NUMBER

CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

8/13/2021

EVENT	DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL
1	07/10/21 0000 - 07/10/21 0000	PINE RIDGE	Michael Layne 07/10/21 1900 - 07/10/21 2300 Sec	3 (hrs) 3	\$30.00	\$90.00 \$90.00
EVENT TOTAL:						
2	07/11/21 0000 - 07/11/21 0000	PINE RIDGE	Michael Layne 07/11/21 1930 - 07/11/21 2330 Sec	3 (hrs) 3	\$30.00	\$90.00 \$90.00
EVENT TOTAL:						
INVOICE TOTAL:				(hrs) 6		\$180.00

176A
1.330.57200.34500
7/21



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

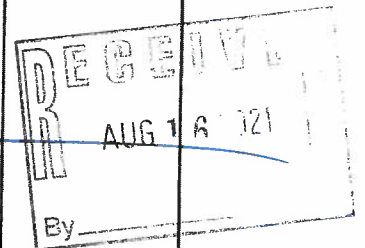
Invoice

Invoice #: 383
Invoice Date: 8/12/2021
Due Date: 8/12/2021
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 Maintenance July 1 - July 31, 2021		4,696.99	4,696.99
Maintenance Supplies		2,805.77	2,805.77
Repairs/Replacements - Amenity \$ 1990. ²¹ 1.330.57200.46100			
General Facility maint \$ 1733. ¹⁴ 1.330.57200.46000			
Repairs/Maint - Ground \$ 1665. ²⁴ 1.320.53800.46000			
Janitorial Supplies \$ 265. ³⁵ 1.330.57200.46201			
culture / Recreation Capital Outlay \$ 1848. ³⁶ 2.330.53800.60000 2.330.57200.49000			



\$5,654.40

Total	\$7,502.76
Payments/Credits	\$0.00
Balance Due	\$7,502.76

\$5,654.40 8/16/21

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/21	8	L.F.	Repaired outdoor shower, repaired stone in column, changed light bulbs, picked up supplies, organized pool furniture, blew leaves and debris off breezeway, pool deck and walkways, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
7/2/21	3	L.F.	Replaced shower curtains, cleaned out grills, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways,
7/5/21	3	L.F.	Cleaned up all firework debris, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
7/7/21	6	L.F.	Cleaned all vents, light inspection, replaced light bulbs, started painting on rental side, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, picked up supplies
7/8/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
7/8/21	4	R.W.	Removed debris from all lakes
7/8/21	4	D.J.	Removed debris from all lakes
7/12/21	3	L.F.	Checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
7/13/21	8	L.F.	Replaced shower head on pool deck, secured shower pole, repaired stack stone on columns, blew leaves and debris off pool deck, picked up supplies, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
7/13/21	8	R.W.	Removed debris from all lakes, removed boat from lake at phase 2
7/13/21	8	D.J.	Removed debris from all lakes, removed boat from lake at phase 2
7/14/21	8	L.F.	Painted clubhouse, picked up paint supplies
7/14/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
7/16/21	3	L.F.	Checked and changed all trash receptacles and dog pots, removed debris from amenity center, pool, common areas, playground and roadways
7/19/21	5	L.F.	Painted kitchen in clubhouse
7/21/21	6	L.F.	Painted kitchen in clubhouse
7/22/21	4	L.F.	Finished painting in clubhouse, buried tube at playground, playground inspection, raked mulch at playground, removed boat from lake bank
7/22/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
7/22/21	3	R.W.	Removed debris from all lakes and spillways, tow boat out of lake
7/22/21	3	D.J.	Removed debris from all lakes and spillways, tow boat out of lake
7/26/21	7	L.F.	Unclogged mop sink, changed lightbulbs, set up for CDD meeting, picked up supplies, checked and restocked dog waste receptacles, straightened pool deck furniture, blew leaves and debris off pool deck and walkways, removed debris from amenity center, pool, common areas, playground and roadways
7/28/21	8	L.F.	Painted trim in clubhouse, measured playground for mulch, playground inspection
7/29/21	6.5	R.W.	Removed debris from all lakes and spillways
7/29/21	6.5	D.J.	Removed debris from all lakes and spillways
7/30/21	8	L.F.	Pressure washed breezeway, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles

TOTAL 132

MILES 173

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	7/2/21	Toilet Paper	45.99	M.C.
	7/2/21	Soft Soap (2)	10.34	M.C.
	7/7/21	Paper Towels 12 rolls	26.42	T.C.
	7/7/21	Microfiber Towels 24pk	11.48	T.C.
	7/8/21	Shower Head	18.38	T.C.
	7/13/21	Pipe Straps 10pk	3.07	L.F.
	7/13/21	Wood Screws	1.47	L.F.
	7/13/21	Loctite Adhesive	70.00	L.F.
	7/14/21	Compac Filtration - plunger disk sets (2)	208.90	J.S.
	7/14/21	Short Cut Brush (3)	20.25	L.F.
	7/14/21	Paint Pail Liners 6pk	5.50	L.F.
	7/14/21	1 Gallon Behr Paint	44.83	L.F.
	7/15/21	Multifold Towels 16pk/case (2)	58.63	M.C.
	7/21/21	1 Gallon Paint	44.83	L.F.
	7/21/21	42 Gallon Trash Bags 50ct	33.32	L.F.
	7/21/21	Short Cut Brush (2)	13.50	L.F.
	7/23/21	60lb Dumbbells (2)	254.13	M.C.
	7/23/21	70lb Dumbbells (2)	293.23	M.C.
	7/23/21	Toilet Paper	27.45	M.C.
	7/26/21	Nifty Nabber	22.97	L.F.
	7/26/21	Bolts 25pc	13.34	L.F.
	7/26/21	Washers 100pc	6.04	L.F.
	7/26/21	Lock Nuts 100pc	8.31	L.F.
	7/26/21	Bucket	4.35	L.F.
	7/26/21	CFL Bulbs 4pk	9.17	L.F.
	7/28/21	Dog Waste Stations (2)	522.70	T.C.
	7/29/21	Grout Scrubber	9.18	L.F.
	7/29/21	Ryobi Surface Cleaner	80.47	L.F.
	7/29/21	Scrub Brush	6.29	L.F.
	7/29/21	Aquamix Grout Cleaner	14.12	L.F.
	7/29/21	3/4" PVC Coupling	0.59	L.F.
	7/29/21	Mop Refill (2)	25.23	L.F.
	7/29/21	Spray Bottle	3.77	L.F.
	7/29/21	Pressure Washer Ryobi 3300 Gas	429.00	T.C.
	8/4/21	LED Emergency Lights 4 pack (5)	349.30	T.C.
	8/5/21	13 Gallon Trash Bags 140 ct	18.52	F.S.
	8/5/21	42 Gallon Trash Bags 50ct	33.32	F.S.
	8/5/21	Lysol All Purpose	9.40	F.S.
	8/5/21	Airwick 5 pk Lavender	12.04	F.S.
	8/5/21	Airwick 5 pk Hawaii	12.04	F.S.
	8/5/21	Lysol Disinfectant Aero (2)	13.73	F.S.
	8/5/21	Lavender Cleaner (2)	7.54	F.S.
	8/5/21	Soft Soap	1.68	F.S.

TOTAL \$2,805.77

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Fwd: rental refund
Date: September 14, 2021 at 8:42 AM
To: Margaret Bronson mbronson@gmsnf.com

BP

Please see below rental refund request.

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
Date: September 13, 2021 at 12:22:18 PM EDT
To: Bernadette Peregrino <bperegrino@gmsnf.com>

Good afternoon! I need to have a refund issued in the amount of \$75. It would have been in with my deposit from 7/23/21. Money order # 19-276584200

Send to:
Ashley Schafer
1619 Night Owl Drive
Middleburg, FL 32068

Hope you have a great week!

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



181A
1,300,369.00
10100
Refund
Deposit
Reimb.
7/23/21



INVOICE

Customer	Pine Ridge Plantation Community Development District
Acct #	290
Date	09/09/2021
Customer Service	Kristina Rudez
Page	1 of 1

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

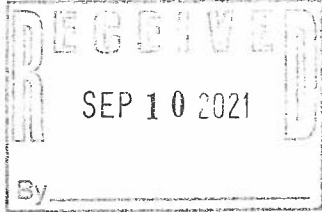
Payment Information	
Invoice Summary	\$ 18,548.00
Payment Amount	
Payment for:	Invoice#14162
100121550	

Thank You

Please detach and return with payment



Customer: Pine Ridge Plantation Community Development District

Invoice	Effective	Transaction	Description	Amount
14162	10/01/2021	Renew policy	Policy #100121550 10/01/2021-10/01/2022 Florida Insurance Alliance <i>fy2022</i> Package - Renew policy Due Date: 9/9/2021 <i>35A</i> 	18,548.00
				Total
				\$ 18,548.00
				Thank You
				<i>1,300,15500,10000</i>
FOR PAYMENTS SENT OVERNIGHT: Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453				

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	sclimer@egisadvisors.com	09/09/2021

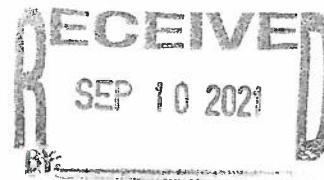
10	11	12	14	13	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
07/31		Balance Forward						\$0.00	
08/26 08/26	I03370355-08262021	NOTICE OF MEETINGS PINE RIDGE JV Times-Union PLANTATION COMMUNITY DEVELOPMENT DISTRICT The Board of Supervisors of the Pine Ridge Plantation Community Development Distr		2.00 x 4.2396	8.48	1	\$64.93	\$550.64	
08/26 08/26	I03373694-08262021	BOS REG MTG SCHEDULE	SA St Augustine Record	1.00 x 5.5000	5.5	1	\$8.98	\$49.39	
08/26 08/26	I03373694-08262021	BOS REG MTG SCHEDULE	SA St Aug Record Online	1.00 x 5.5000	5.5	1	\$8.97	\$49.34	

PREVIOUS AMOUNT OWED: \$0.00
NEW CHARGES THIS PERIOD: \$649.37
CASH THIS PERIOD: \$0.00
DEBIT ADJUSTMENTS THIS PERIOD: \$0.00
CREDIT ADJUSTMENTS THIS PERIOD: \$0.00

We appreciate your business.

1.310.57300.480

2A



INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

SBI™

21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$649.37		\$0.00	\$0.00	\$0.00	\$0.00		\$649.37
ADVERTISER INFORMATION								
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME	
	08/01/2021 - 08/31/2021		35422		35422		PINE RDGE PLANTATION CDD	

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
	08/01/2021 - 08/31/2021		PINE RDGE PLANTATION CDD
COMPANY	23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT
JV 5		\$649.37	\$0.00
21	CURRENT NET AMOUNT	22	30 DAYS
	\$649.37		\$0.00
4	PAGE #	5	BILLING DATE
	1		08/31/2021
6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER
	35422		35422
24	STATEMENT NUMBER	0000096659	

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS



8 - 2221

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



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

THE FLORIDA TIMES-UNION
Jacksonville, FL
Affidavit of Publication

Florida Times-Union

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

ACCT: 35422
AD# 0003370355-01

State of Florida
County of Duval

Before the undersigned authority personally appeared Brenda Ramirez who on oath says he/she is a Legal Advertising Representative of The Florida Times-Union, a daily newspaper published in Jacksonville in Duval County, Florida; that the attached copy of advertisement is a legal ad published in The Florida Times-Union. Affiant further says that The Florida Times-Union is a newspaper published in Jacksonville, in Duval County, Florida, and that the newspaper has heretofore been continuously published in Duval County, Florida each day, has been entered as second class mail matter at the post office in Jacksonville, in Duval County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she 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 said newspaper.

PUBLISHED ON: 08/26/2021

FILED ON: 08/26/2021

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 2022 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 16, 2021
January 18, 2022
March 15, 2022
May 17, 2022
July 19, 2022
September 20, 2022

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when staff or other individuals may participate by speaker telephone.

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours 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.

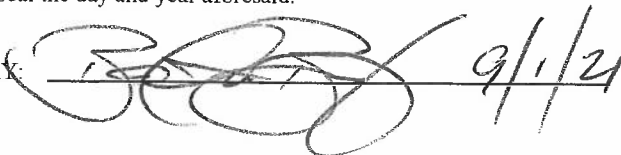
Each person who decides to appeal any action taken at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

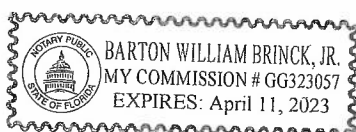
Ernesto Torres
District Manager

Name: Brenda Ramirez Title: Legal Advertising Representative

In testimony whereof, I have hereunto set my hand and affixed my official Seal the day and year aforesaid.

NOTARY:





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

Invoice #: 219

Invoice Date: 9/1/21

Due Date: 9/1/21

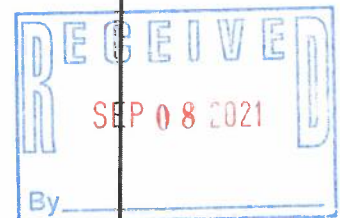
Case:

P.O. Number:

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

3A

Description	Hours/Qty	Rate	Amount
Management Fees - September 2021	1,340.573.340	3,690.83	3,690.83
Website Administration - September 2021	1,310.573.491	100.00	100.00
Information Technology - September 2021	1,310.573.357	83.33	83.33
Dissemination Agent Services - September 2021	1,310.573.313	416.67	416.67
Office Supplies	1,310.573.570	1.17	1.17
Postage	1,310.573.420	220.08	220.08
Copies	1,310.573.425	52.35	52.35
Telephone	1,310.573.410	59.11	59.11

**Total** \$4,623.54**Payments/Credits** \$0.00**Balance Due** \$4,623.54

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

Invoice

Invoice #: 385
Invoice Date: 8/31/2021
Due Date: 8/31/2021
Case:
P.O. Number:

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

173A

Description	Hours/Qty	Rate	Amount
Facility Assistant through August 2021 330.572.3411	56.5	25.00	1,412.50



Total	\$1,412.50
Payments/Credits	\$0.00
Balance Due	\$1,412.50

9/14/21
[Signature]

PINE RIDGE CDD
FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
56.5	Facility Assistant	\$ 25.00	\$ 1,412.50

Covers Period: August 2021

GL # 330.572.3411

TOTAL DUE:

\$ 1,412.50

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF AUGUST 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	8	R.W.	Completed daily checklist, returned calls and emails
8/7/21	8	R.W.	Completed daily checklist, returned calls and emails
8/8/21	8	R.W.	Completed daily checklist, returned calls and emails
8/14/21	8.5	R.W.	Completed daily checklist, returned calls and emails
8/15/21	8	R.W.	Completed daily checklist, returned calls and emails
8/21/21	8	R.W.	Completed daily checklist, returned calls and emails
8/22/21	8	R.W.	Completed daily checklist, returned calls and emails
	<u>56.5</u>		

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

Invoice

Invoice #: 386
Invoice Date: 8/31/2021
Due Date: 8/31/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Deck Monitors through August 2021 330.572.3420	35.98	16.00	575.68
<div>RECEIVED SEP 14 2021</div>			

Total \$575.68

Payments/Credits \$0.00

Balance Due \$575.68

9/14/21
Q

PINE RIDGE CDD

DECK MONITORS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
35.98	Deck Monitors	\$ 16.00	\$ 575.68

Covers August 2021

GL # 330.572.3420

TOTAL DUE:

\$ 575.68

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
DECK MONITOR BILLABLE HOURS FOR AUGUST 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	5	E.M.	Deck Monitor
8/6/21	4.3	E.M.	Deck Monitor
8/15/21	5.5	E.M.	Deck Monitor
8/21/21	5.43	E.M.	Deck Monitor
8/22/21	4.57	E.M.	Deck Monitor
8/28/21	5.58	E.M.	Deck Monitor
8/29/21	5.6	E.M.	Deck Monitor
GRAND TOTAL	<u>35.98</u>		

Additional Attendant/Lifeguards
GL Code: 330-572-3420

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

Invoice

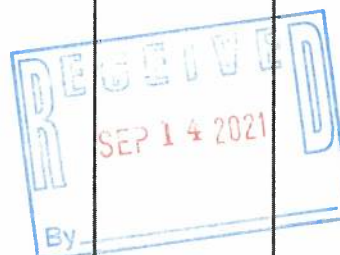
Invoice #: 387
Invoice Date: 8/31/2021
Due Date: 8/31/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Lifeguard Services - (August 2021 - September 6, 2021) 330.572.3420	150.03	16.00	2,400.48



Total \$2,400.48

Payments/Credits \$0.00

Balance Due \$2,400.48

9/14/21
[Signature]

PINE RIDGE CDD

LIFEGUARDS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
150.03	Lifeguards	\$ 16.00	\$ 2,400.48

Covers August 2021 - September 6, 2021

GL # 330.572.3420

TOTAL DUE:

\$ 2,400.48

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR AUGUST 2021 - SEPTEMBER 6, 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	4.75	M.N.	Lifeguarding
8/1/21	4.62	R.G.	Lifeguarding
8/1/21	4.6	B.B.	Lifeguarding
8/6/21	4.15	M.N.	Lifeguarding
8/6/21	4.08	M.M.	Lifeguarding
8/6/21	4.12	R.G.	Lifeguarding
8/7/21	5.37	M.N.	Lifeguarding
8/7/21	5.32	J.G.	Lifeguarding
8/7/21	5.33	R.G.	Lifeguarding
8/8/21	5.52	M.N.	Lifeguarding
8/8/21	5.5	J.G.	Lifeguarding
8/8/21	5.6	R.G.	Lifeguarding
8/15/21	5.5	M.N.	Lifeguarding
8/15/21	5.7	J.G.	Lifeguarding
8/21/21	5.23	R.G.	Lifeguarding
8/21/21	5.23	J.G.	Lifeguarding
8/22/21	4.7	M.N.	Lifeguarding
8/22/21	5.1	R.G.	Lifeguarding
8/22/21	4.82	J.G.	Lifeguarding
8/28/21	5.48	M.N.	Lifeguarding
8/28/21	5.4	R.G.	Lifeguarding
8/29/21	5.63	M.N.	Lifeguarding
8/29/21	5.52	R.G.	Lifeguarding
9/4/21	5.45	M.N.	Lifeguarding
9/4/21	5.10	R.G.	Lifeguarding
9/5/21	5.48	M.N.	Lifeguarding
9/5/21	5.51	B.S.	Lifeguarding
9/6/21	5.65	M.N.	Lifeguarding
9/6/21	5.57	B.S.	Lifeguarding
GRAND TOTAL	<u><u>150.03</u></u>		

Additional Attendant/Lifeguards
GL Code: 330-572-3420

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

Invoice

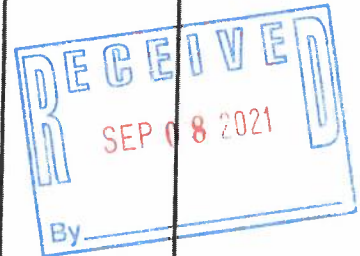
Invoice #: 384
Invoice Date: 9/1/2021
Due Date: 9/1/2021

Case:
P.O. Number:

Bill To:

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

Description		Hours/Qty	Rate	Amount
73A				
Janitorial Services - September 2021 330.572.4620			645.00	645.00
Pool Maintenance Services - September 2021 330.572.4640			1,041.67	1,041.67
Contract Administration - September 2021 330.572.3400			1,776.75	1,776.75
Facility Management - Pine Ridge Plantation - September 2021 330.572.3410			4,545.75	4,545.75
Total				\$8,009.17
Payments/Credits				\$0.00
Balance Due				\$8,009.17



9/9/21
OK

Hopping Green & Sams

Attorneys and Counselors

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

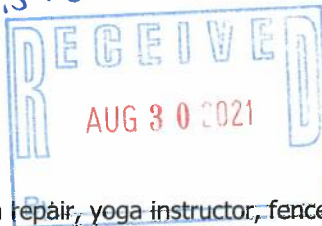
===== STATEMENT =====

August 15, 2021

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

Bill Number 124703
Billed through 06/30/2021

5A
1,310.5730031500



General Counsel/Monthly Meeting PRIDGE 00001 WSH

FOR PROFESSIONAL SERVICES RENDERED

06/01/21	WSH	Review and revise agreements for beam repair, yoga instructor, fence installation, and amenity services.	1.20 hrs
06/02/21	KFJ	Confer with Haber regarding amenity facility agreement.	0.30 hrs
06/07/21	KFJ	Amend yoga instructor agreement; correspond with district manager.	0.30 hrs
06/08/21	WSH	Confer with Torres regarding agreement with RMS.	0.20 hrs
06/28/21	WSH	Review CCUA easement and plat; confer with Torres regarding same.	0.50 hrs
06/28/21	KFJ	Research utility easements; confer with Haber and correspond with district manager.	0.40 hrs
06/30/21	WSH	Review audit and confer with Peregrino regarding same.	0.80 hrs
Total fees for this matter			\$827.00

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	125 /hr	\$125.00
Haber, Wesley S.	2.70 hrs	260 /hr	\$702.00

TOTAL FEES \$827.00

TOTAL CHARGES FOR THIS MATTER \$827.00

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	1.00 hrs	125 /hr	\$125.00
Haber, Wesley S.	2.70 hrs	260 /hr	\$702.00

TOTAL FEES \$827.00

TOTAL CHARGES FOR THIS BILL \$827.00



Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
GREEN COVE SPRINGS, FL 32043

(904) 284-7575

Invoice Number: SSI10249
Invoice Date: 9/18/2021

Page: 1

Attn: Fiscal - Accounts Receivable

Bill

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

Ship

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

Due Date 10/3/2021
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 9/18/2021
Our Order No
SalesPerson

Item/Description	Unit	Order Qtv	Quantity	Unit Price	Total Price
1 ✓ Fees-2nd Employment Admin Fee-AUGUST 2021		24	24	5.00	120.00
2 ✓ Fees-2nd Employment Scheduling		1	1	25.00	25.00

107A
1-330-57200-34500



Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 145.00

Subtotal: 145.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 145.00

INVOICE

CLIENT NAME

PINE RIDGE

CLIENT NUMBER

CLIENT ADDRESS

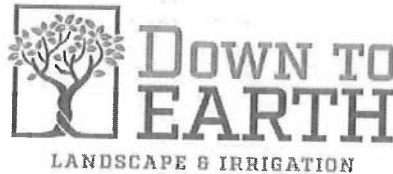
INVOICE NUMBER

INVOICE DATE

9/18/2021

EVENT	DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL
1	08/07/21 0000 - 08/07/21 0000	PINE RIDGE	Michael Layne 08/07/21 1830 - 08/07/21 2230	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
2	08/08/21 0000 - 08/08/21 0000	PINE RIDGE	Michael Layne 08/08/21 1900 - 08/08/21 2300	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
3	08/15/21 0000 - 08/15/21 0000	PINE RIDGE	Tyler Grosdidier 08/15/21 1800 - 08/15/21 2200	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
4	08/21/21 0000 - 08/21/21 0000	PINE RIDGE	Michael Layne 08/21/21 1930 - 08/21/21 2330	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
5	08/28/21 0000 - 08/28/21 0000	PINE RIDGE	Matthew Edmonson 08/27/21 1900 - 08/27/21 2300	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
6	08/29/21 0000 - 08/29/21 0000	PINE RIDGE	Tyler Grosdidier 08/28/21 1800 - 08/28/21 2200	4 (hrs)	\$30.00	\$120.00 \$120.00
EVENT TOTAL:				4		
INVOICE TOTAL:				(hrs) 24		\$720.00

Down to Earth
Landscape & Irrigation
2701 Maitland Center Pkwy.
Suite 200
Maitland FL 32751
(321) 263-2700 Ext 3342



September 2021
INV105458

Customer

GMS
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068
pszozda@rmsnf.com
(000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
Pine Ridge CDD RENEWAL -	9/1/2021	10/1/2021	Net 30	

Item	Qty	Rate	Amount
Lawncare Recurring Monthly Maintenance <i>Sept landscape maint</i>	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.



8915

*Bkpt 9-14-21
LANDSCAPE MAINT.
001.320.53800.46200*



FREEDOM PEST CONTROL

904-272-BUGS (2847)
INFO@FREEDOMPESTCONTROLFL.COM
3600 Peoria Rd. Suite 103
Orange Park, FL 32065



Service Slip/Invoice

INVOICE: 1066771
DATE: 8/10/2021
ORDER: 1066771

Bill To: [100526]

Pine Ridge Plantation Amenity Cntr
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

Work

Location: [100526] 904-291-8878

Pine Ridge Plantation Amenity Cntr
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

Work Date	Time	Target Pest	Technician		Time In
8/10/2021	11:02 AM		2ROSS	Ross Ebey	
Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	8/31/2021			

Service	Description	Price
TC-10RP	<i>aug</i> Termite Renewal	\$300.00
		SUBTOTAL \$300.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$300.00
		AMOUNT DUE \$300.00

B. H. 9-14-21
Facility Maint
001,330,57200.96000
Payment due upon receipt. A \$10 late fee will be assessed on any payment received beyond 15 days.

SIA

SEP 24 2021

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.

PLEASE PAY FROM THIS INVOICE

Service Invoice

Page 1 of 1



Howard Services, Inc.

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

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068

12930	8/11/2021	S-11757	09/10/2021	Amount Paid	
Call Slip Number	Invoice Date	Invoice Number	Due Date	Contractor's License #	
12930	8/11/2021	S-11757	09/10/2021	CAC 023502	

Brand Model
CARR 40RM-008
Location: Cahu 3

Serial #
0209000304

Unit motor that carrier provided was wrong motor. Job needs to be quoted again. After two trips to carrier other measures were taken and new motor order from Johnstone supply to give exact match. Unit is down.

Replaced blower motor with correct motor. Unit under normal operation.

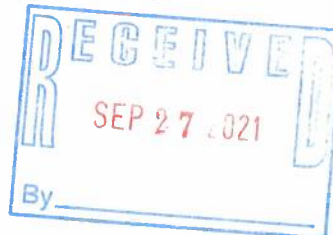
109A

Tech	Date
ROBERT	08/09/2021
ROBERT	08/10/2021
ROBERT	08/11/2021
ROBERT	08/11/2021

B. Hest 8-26-21
Repairs & Replacements (Amenny)

001. 330. 57200. 46100

Qty	Material
(1)	
(1)	Pulley
(1)	AX 39 Belt
(1)	Blower Motor
(1)	Sheave 4.5"OD 7/8 Hub
(0)	
(1)	AC38 Belt



Amount Due 2,986.49

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

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

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

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

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:09/06/2021

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

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
08-13-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
08-27-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
	<i>B. Hight 9-14-21</i>				
	<i>Security -</i>				
	<i>001.330.57200.34500</i>				
	<i>106A</i>				
DEPUTY SIGNATURE:	TOTAL				\$240.00

Make all checks payable to Matthew Edmonson

Thank you for your business!



Riverside Management Services, Inc

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

Invoice

Invoice #: 388

Invoice Date: 9/16/2021

Due Date: 9/16/2021

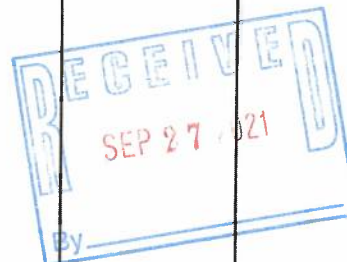
Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Goodie Bags - 10/30/21		429.16	429.16
73A			
1.330.57200.60100			
1.300.15500.110000			

**Total** \$429.16**Payments/Credits** \$0.00**Balance Due** \$429.16

9/20/21
[Signature]

Goodie Bags

10/30/21

GL#330-572-601

	Actual
Total Expenses	\$429.16
District Checks	\$0.00
TOTAL EXPENSES DUE	\$429.16

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

Food/Beverages/Supplies		Actual
Totals		\$0.00

Entertainment/Arts & Crafts		Actual
(Gifts/supplies, etc.)		
goodie bags, bag stuffers (temporary tattoos, bouncy balls, spider rings)		\$429.16
Totals		\$429.16

DISTRICT CHECK		AMOUNT
	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Payable To:		
Totals		\$0.00

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

Invoice

Invoice #: 390
Invoice Date: 9/23/2021
Due Date: 9/23/2021
Case:
P.O. Number:

Bill To:

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

73A

1.330.57200.60100

Description	Hours/Qty	Rate	Amount
Event Decor - 10/30/21		1,109.71	1,109.71
1.300.15500.10000			
<div>RECEIVED SEP 27 2021 By _____</div>			

Total \$1,109.71

Payments/Credits \$0.00

Balance Due \$1,109.71

9/23/21
COO

GL#330-572-601

Actual		DISTRICT CHECK		AMOUNT
		<input type="checkbox"/> YES	<input type="checkbox"/> NO	
		Payable To:		
Totals				\$0.00

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

Invoice

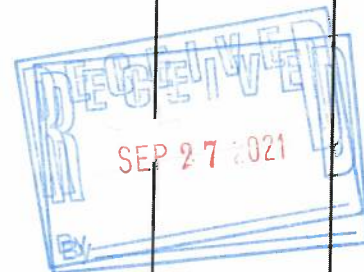
Invoice #: 391
Invoice Date: 9/27/2021
Due Date: 9/27/2021
Case:
P.O. Number:

Bill To:

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

73A

Description	Hours/Qty	Rate	Amount
Event Costume - 10/30/21 1,330.57200.60100 1.300.15500.10000		409.80	409.80
		Total	\$409.80
		Payments/Credits	\$0.00
		Balance Due	\$409.80



9/27/21
Cen

Pine Ridge Plantation

Event Costume

10/30/21

GL#330-572-601

Total Expenses	Actual
District Checks	\$409.80
TOTAL EXPENSES DUE	\$0.00
	\$409.80

Site	Entertainment/Arts & Crafts	Actual
Set up and Site Management	(Gifts/supplies, etc.)	
Site Staff	Freddy Krueger mask, glove, sweater	\$409.80
Mileage		
Totals		\$409.80

Food/Beverages/Supplies	DISTRICT CHECK	AMOUNT
	Payable To: _____ YES _____ NO	
Totals		\$0.00



Riverside Management Services, Inc

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

Invoice

Invoice #: 389

Invoice Date: 9/21/2021

Due Date: 9/21/2021

Case:

P.O. Number:

Bill To:

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

Description	73A	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2021			2,470.93	2,470.93
Maintenance Supplies			242.96	242.96
<p><i>CBH</i> 9.23.21 Janitorial Supplies - \$123.48 001.330.57200.46201 Lake Maint. - \$668.50 001.320.53800.46400 Repairs + Maint. - \$420.00 001.320.53800.46000 Repairs + Replacements - \$1501.91 1.330.57200.46100</p> <p>RECEIVED SEP 27 2021 By _____</p>				

Total \$2,713.89**Payments/Credits** \$0.00**Balance Due** \$2,713.89

9/23/21
QBR

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/21	2	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool
8/3/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
8/3/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
8/4/21	4	L.F.	Cleaned grout and tile in kitchen, repaired stone on columns
8/4/21	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
8/11/21	1.5	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool
8/12/21	8	L.F.	Assembled and installed dog waste receptacles, changed and restocked dog waste receptacles, removed debris throughout community, blew leaves and debris off pool deck, straightened pool furniture
8/13/21	2	L.F.	Changed lightbulbs in bathrooms, removed balloon from ceiling in breezeway, picked up supplies, reviewed pool equipment
8/17/21	3	F.S.	Checked and changed all trash receptacles and dog pots, removed debris from amenity center, pool, common areas, playground and roadways
8/19/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
8/19/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
8/22/21	2	E.T.	Emergency Call Out - Adjusted chemicals, cleaned and vacuumed pool
8/23/21	2	L.F.	Blew leaves and debris off pool deck, checked and changed all trash receptacles and dog pots, removed debris from amenity center, pool, common areas, playground and roadways
8/24/21	4	L.F.	Straightened pool furniture, dusted cobwebs, blew leaves and debris off breezeway, pool deck and walkways, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
8/24/21	4	R.W.	Removed debris and inspected all lakes and outfall structures
8/24/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
8/25/21	8	L.F.	Pressure washed playground, cleaned life rings, removed snake from pool, repaired cover on pool handrail, picked up supplies, put away furniture from CDD meeting
8/26/21	7	L.F.	Restored top of playground to original color, picked up supplies
8/30/21	3	L.F.	Light inspection, changed light bulbs, blew leaves and debris off pool deck, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
TOTAL	<u>68.5</u>		
MILES	<u>165</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 09/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	8/16/21	Credit 7/13 Loctite Adhesive Charged \$70/Correct \$10.10	-59.90	
	8/12/21	60lb Concrete	4.37	L.F.
	8/13/21	18W 4pin Bulbs (3)	24.05	L.F.
	8/20/21	Multifold Towels 16pk/case (2)	58.63	F.S.
	8/24/21	Lavender Purpose Cleaner	8.03	F.S.
	8/24/21	Glass Cleaner (2)	7.52	F.S.
	8/24/21	Air Wick (2)	24.08	F.S.
	8/24/21	Paper Towels 12 rolls	26.42	F.S.
	8/24/21	Toilet Paper 18 rolls (2)	67.43	F.S.
	8/25/21	Loctite Glue	5.73	L.F.
	8/26/21	Mr Clean Erasers	13.19	L.F.
	8/26/21	14oz Propane Cylinder (2)	9.13	L.F.
	8/26/21	14oz Propane Cylinder	4.57	L.F.
	8/26/21	Multi Use Torch	34.47	L.F.
	8/26/21	100' Extension Cord	25.27	L.F.
		TOTAL	<u>\$242.96</u>	

INVOICE



The Lake Doctors, Inc.
Aquatic Management Services

3543 State Road 419, Winter Springs, FL 32708
P11; 800-666-5253

Bill To

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

Invoice #	601969
Account #	719342
Invoice Date	9/1/2021
Due Date	9/11/2021
Rep	MAS

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 Management Service (R) Water Mgmt Serv - Additional Area, Lake 11, Added Effective November 2020 <i>Sept lake maint.</i> <i>B. Steph 9-14-21</i> <i>LAKE MAINT.</i> <i>001.320.53800.46406</i> <i>76A</i>	670.00 100.00
Customer Total Balance \$770.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$770.00

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 # 601969

Account # 719342

Date 9/1/2021

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 _____

CCSO OFF-DUTY INVOICE

FOR:
prmgr@riversidemgtsvc.com

[illegible]

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/25/21	00020	8/12/21 383	202107 330-57200-49000		*	1,848.36	
		CULTURE/ RECREATION		RIVERSIDE MANAGEMENT SERVICES, INC			1,848.36 000034
-----							-----
TOTAL FOR BANK B						1,848.36	
TOTAL FOR REGISTER						1,848.36	

Riverside Management Services, Inc

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

Invoice

Invoice #: 383

Invoice Date: 8/12/2021

Due Date: 8/12/2021

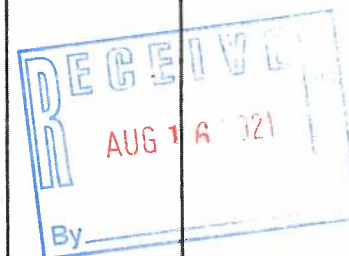
Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2021		4,696.99	4,696.99
Maintenance Supplies		2,805.77	2,805.77
<i>20A</i> Repairs/Replacements - Amenity \$1990.22 1.330.57200.46100			
General Facility Maint \$1723.14 1.330.57200.46000			
Repairs/Maint - Ground \$1665.24 1.320.53800.46000			
Janitorial Supplies \$265.35 1.330.57200.46201			
culture/Recreation Capital Outlay \$1848.36 2.320.53800.60000 2.330.57200.49000			

**Total** \$7,502.76**Payments/Credits** \$0.00**Balance Due** \$7,502.76

The \$1848.36 is for the following:

- 60lb Dumbbells (2)
- 70lb Dumbbells (2)
- Dog Waste Stations (2)
- Pressure Washer Ryobi 3300 Gas
- LED Emergency Lights 4 pack (5)

*1,848.36**8/16/21*

From: Bernadette Peregrino bperegrino@gmsnf.com
Subject: Re: Invoices for Pine Ridge and Ridgewood Trails
Date: August 20, 2021 at 12:37 PM
To: Operations Admin ops@rmsnf.com
Cc: Margaret Bronson mbronson@gmsnf.com

BP

Thanks Timi.

Margaret,

Please use this breakdown to code in Capital Reserve for Pine Ridge code it to
2.330.57200.49000 Culture/Recreation

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

On Aug 20, 2021, at 11:48 AM, Operations Admin <ops@rmsnf.com> wrote:

Bernadette,

The \$1848.36 is for the following:

- 60lb Dumbbells (2)
- 70lb Dumbbells (2)
- Dog Waste Stations (2)
- Pressure Washer Ryobi 3300 Gas
- LED Emergency Lights 4 pack (5)



All these items were approved by the board. The pressure was approved not to exceed \$500.00

Please let me know if you have any additional questions.

Thanks,
Timi

Operations Administrator
9655 Florida Mining Blvd. W
Bldg. 300, Suite 305
Jacksonville, FL 32257
Office: (904) 288-7667 (ext.0)
Fax: (904) 288-7669
ops@rmsnf.com

On Aug 20, 2021, at 8:51 AM, Bernadette Peregrino <bperegrino@gmsnf.com> wrote: