

PINE RIDGE PLANTATION

Community Development District

January 18, 2022

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

January 11, 2022

Board of Supervisors
Pine Ridge Plantation Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held Tuesday, January 18, 2022 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 Proposal for Recreation Facility Expansion Project
- IV. Consideration of Work Authorization No. 09A from England-Thims & Miller for Stormwater Needs Analysis
- V. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Engineer - Ratification of Requisition 12-15 (Series 2020 Project)
 - D. Operations Manager
 - 1. Report
 - 2. Landscape Quality Inspection Report
 - 3. Discussion of New Ceiling Fans Proposals
 - 4. Discussion of Pool Slide and Tower Repairs

E. Amenity Manager

VI. Public Comments / Supervisor's Requests

VII. Approval of Consent Agenda

A. Approval of the Minutes of the November 16, 2021 Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending December 31, 2021

C. Assessment Receipts Schedule

D. Approval of Check Register

VIII. Next Scheduled Meeting – 03/15/22 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center

IX. Adjournment

THIRD ORDER OF BUSINESS



January 10, 2022

Re: Pine Ridge Amenity Improvements
4200 Pine Ridge Parkway
Middleburg, FL

Ms. Marilee Giles
District Manager
GMS, LLC
475 West Town Place, suite 114
St. Augustine, FL 32092

Dear Ms. Giles:

We are pleased to submit our proposals for the construction of the Pine Ridge Amenity Improvements based on the drawings prepared by Basham and Lucas Design Group, Inc (dated 11/4/21), WET Engineering (dated 11/4/21), ETM Engineering (dated 12/14/21) and Contractor's Proposal Clarifications dated January 10, 2022. The breakdown of pricing is as follows:

Base Bid #1-Both Family and Splash Pool, deck, pool equipment and work associated with pool area.
Lump sum amount of \$1,601,470

Base Bid #2-Family Pool, deck, pool equipment and work associated with pool area. Splash pool area will be cleared. Fencing installed. No pavers. Area to be grassed by owner.
Lump sum amount of \$1,181,370

Base Bid #3-Splash Pool, deck, pool equipment and work associated with pool area. The family pool area will be cleared and graded. Fencing installed. No pavers. Area to be grassed by owner.
Lump sum amount of \$872,770

Additive alternatives to Base Bid Selected:

- Alternate #1- Parking Lot. Install larger parking lot and new entrance per the revised Dec 14th ETM drawings, Includes an allowance of \$17,100 to install two parking lot light poles ... Add \$192,600
- Alternate #2 – Fitness Area. Add \$102,580
- Alternate #3 – New courts and expanded play field with lights Add \$788,690
- Alternate #4 – New courts and expanded play field with NO lights (conduit only)Add \$608,190

There are long lead items associated with the pool equipment. If we are authorized to proceed by February 1st the Work will start on June 1, 2022, and be complete by December 31, 2022.

Sincerely,

Paul Hoffman
President

PINE RIDGE AMENITY IMPROVEMENTS

HCC PROPOSAL CLARIFICATIONS

DATE: JANUARY 10, 2022

INCLUDED ITEMS AND CLARIFICATIONS

1. All site work. Including clearing site, silt fence and erosion control, earth work, storm drainage, asphalt base, curbs, asphalt paving, handicap parking, and striping per the revised larger parking lot and new entrance shown on the ETM drawings plotted December 14th.
2. Includes an allowance of \$17,100 for two additional parking lot light poles.
3. There are long lead items associated with the pool equipment. If HCC is authorized to proceed with the project by February 1, 2022. Work will start on June 1 and be complete by December 31.
4. Pricing is good until February 1, 2022.

EXCLUDED ITEMS

1. Owner 10% contingency.
2. Any impact fees, tree mitigation fees, meter fees or other government / Utility fees and the building permit fee.
3. Low voltage wiring and equipment for Security System and card access. We will provide conduit sleeves.
4. Landscape and irrigation by owner's vendor.
5. WET Engineering and design cost to redo the drawings if only one pool is selected (Base Bid option #2 or #3). They drawings will need to be engineered showing the contract scope of work.

HOFFMAN COMMERCIAL CONSTRUCTION**BASE BID #1**

PINE RIDGE BOTH POOLS
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC
INCORPORATED

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	141,970
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	39,200
3	SITE WORK-POOLS	70,700
4	POOL DECK - PAVERS (5,700 s.f.)	60,000
5	FENCING POOLS	80,000
6	LANDSCAPE & IRRIGATION BY OWNER	0
7	CONCRETE WALL FOUNDATIONS, POOL CURBS	14,300
8	MASONRY-POOL EQUIPMENT ENCLOSURE	18,800
9	STUCCO POOL ENCLOSURE	4,000
10	PAINTING ENCLOSURE	3,900
11	SPLASH POOL	346,800
12	FAMILY POOL	515,500
13	POOL SHADE STRUCTURES (3)	37,200
14	PLUMBING	19,400
15	ELECTRICAL POOL	101,200
	EXCLUDES ACCESS CONTROLS - INCL CONDUIT AND J-BOX ONLY PER ELEC	
16	DRAWINGS	0
17	BUILDERS RISK INSURANCE	12,300
18	BUILDING PERMIT FEES BY OWNER	0
19	PERFORMANCE & PAYMENT BOND	32,300
20	HCC OVERHEAD & PROFIT	103,900
TOTAL OF BASE BID #1-BOTH POOLS		1,601,470

HOFFMAN COMMERCIAL CONSTRUCTION**BASE BID #2**

PINE RIDGE FAMILY POOL
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	132,970
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	36,000
3	SITE WORK-POOLS	70,700
4	POOL DECK - PAVERS (4,400 S.F.)	48,500
5	FENCING POOLS	80,000
6	LANDSCAPE & IRRIGATION BY OWNER	0
7	CONCRETE FOUNDATIONS & POOL CURB	14,300
8	MASONRY-POOL EQUIPMENT ENCLOSURE	18,800
9	STUCCO AT ENCLOSURE	4,000
10	PAINTING	3,900
11	SPLASH POOL	0
12	FAMILY POOL	515,500
13	POOL SHADE STRUCTURES (3)	37,200
14	PLUMBING	15,400
15	ELECTRICAL POOL	93,200
	EXCLUDES ACCESS CONTROLS - INCL CONDUIT AND J-BOX ONLY PER ELEC	
16	DRAWINGS	0
17	BUILDERS RISK INSURANCE	9,100
18	BUILDING PERMIT FEES BY OWNER	0
19	PERFORMANCE & PAYMENT BOND	25,000
20	HCC OVERHEAD & PROFIT	76,800
TOTAL OF BASE BID #2 - FAMILY POOL		1,181,370

HOFFMAN COMMERCIAL CONSTRUCTION**BASE BID #3**

PINE RIDGE SPLASH POOL
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	125,770
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	34,500
3	SITE WORK-POOLS	70,000
4	POOL DECK - PAVERS (1,300 s.f.)	12,500
5	FENCING POOLS	80,000
6	CONCRETE WALL FOUNDATIONS, POOL CURBS	12,800
7	MASONRY-POOL EQUIPMENT ENCLOSURE	18,800
8	STUCCO POOL ENCLOSURE	4,000
9	PAINTING ENCLOSURE	3,900
10	SPLASH POOL	346,800
11	MAIN POOL	0
12	POOL SHADE STRUCTURES (3)	0
13	PLUMBING	9,400
14	ELECTRICAL POOL	73,200
	EXCLUDES ACCESS CONTROLS - INCL CONDUIT AND J-BOX ONLY PER ELEC	
15	DRAWINGS	0
16	BUILDERS RISK INSURANCE	6,700
17	BUILDING PERMIT FEES BY OWNER	0
18	PERFORMANCE & PAYMENT BOND	17,600
19	HCC OVERHEAD & PROFIT	56,800
TOTAL OF BASE BID #3 - SPLASH POOL		872,770

HOFFMAN COMMERCIAL CONSTRUCTION

ATLERNATE #1

PINE RIDGE PARKING LOT
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	0
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	1,000
3	SITE WORK-PARKING LOT	140,900
4	CONCRETE SIDEWALKS	15,200
5	ELECTRIC ALLOWANCE FOR TWO POLES	17,100
6	BUILDERS RISK INSURANCE	1,500
7	BUILDING PERMIT FEES BY OWNER	0
8	PERFORMANCE & PAYMENT BOND	4,100
9	HCC OVERHEAD & PROFIT	12,800
TOTAL OF ALTERNATE #1 PARKING LOT		192,600

HOFFMAN COMMERCIAL CONSTRUCTION**ALTERNATE #2**

PINE RIDGE FITNESS
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	2,880
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	2,600
3	DEMOLITION FITNESS	3,400
4	CONCRETE SIDEWALKS, SLAB, FOUNDATIONS	7,300
5	ROUGH CARPENTRY-FITNESS	32,700
6	DRYWALL, STUCCO AND STONE VENEER	12,900
7	CARPET, RESILIENT TILE & BASE	10,000
8	PAINTING	7,100
9	HVAC	9,000
10	ELECTRICAL FITNESS	5,000
11	BUILDERS RISK INSURANCE	800
12	BUILDING PERMIT FEES BY OWNER	0
13	PERFORMANCE & PAYMENT BOND	2,200
14	HCC OVERHEAD & PROFIT	6,700
TOTAL OF ALTERNATE #2 FITNESS		102,580

HOFFMAN COMMERCIAL CONSTRUCTION

ALTERNATE #3

PINE RIDGE FIELD & COURTS PER PLANS
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	3,190
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	2,300
3	SITE WORK-COURTS / FIELD	87,500
4	BASKETBALL AND TENNIS COURTS	195,900
5	FENCING AT COURTS	65,400
6	LANDSCAPE & IRRIGATION BY OWNER	0
7	CONCRETE SIDEWALKS, SLAB, FOUNDATIONS	35,600
8	MISC METAL - ALUMINUM POSTS	2,400
9	PAINTING	0
10	BUILDING SPECIALTIES-BENCHES, TRASH CAN	6,000
11	COURT SHADE STRUCTURE (1)	15,000
12	PLUMBING-DRINKING FOUNTAIN	8,800
13	ELECTRICAL-COURTS PER PLANS	293,300
14	BUILDERS RISK INSURANCE	6,100
15	PERFORMANCE & PAYMENT BOND	15,300
16	HCC OVERHEAD & PROFIT	51,900
TOTAL OF ALTERNATE #3 COURTS & FIELD		788,690

HOFFMAN COMMERCIAL CONSTRUCTION

ALTERNATE #4

PINE RIDGE FIELD & COURTS WITH NO LIGHTS
4200 PINE RIDGE PARKWAY
JACKSONVILLE, FLORIDA
BID DATE- 1/10/22

HOFFMAN
Commercial Construction, LLC

ITEM	ITEM DESCRIPTION	COST ESTIMATE
1	GENERAL CONDITIONS	3,190
2	GENERAL REQUIREMENTS (DUMPSTERS, EQUIPMENT)	2,300
3	SITE WORK-COURTS / FIELD	87,500
4	BASKETBALL AND TENNIS COURTS	195,900
5	FENCING AT COURTS	65,400
6	LANDSCAPE & IRRIGATION BY OWNER	0
7	CONCRETE SIDEWALKS, SLAB, FOUNDATIONS	35,600
8	MISC METAL - ALUMINUM POSTS	2,400
9	PAINTING	0
10	BUILDING SPECIALTIES-BENCHES, TRASH CAN	6,000
11	COURT SHADE STRUCTURE (1)	15,000
12	PLUMBING-DRINKING FOUNTAIN	8,800
13	ELECTRICAL-COURTS WITH NO LIGHTS	129,600
14	BUILDERS RISK INSURANCE	4,700
15	PERFORMANCE & PAYMENT BOND	11,800
16	HCC OVERHEAD & PROFIT	40,000
TOTAL OF ALTERNATE #4 COURTS NO LIGHTS		608,190

FOURTH ORDER OF BUSINESS

December 22, 2021

WORK AUTHORIZATION NO. 09A
PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
CONTINUING SERVICES

Scope of Work for the following:

State Mandated – Storm Water Need Analysis (20 years)

ETM No. Job Number **03-136-08**

England-Thims & Miller, Inc. shall prepare a 20-year stormwater needs analysis for the **Pine Ridge** CDD to be completed by June 30, 2022. It is our understanding that the stormwater needs analysis is a requirement of the passage of House Bill 53, Section 403.9302, Florida Statutes. Since this a new requirement and will require coordinating our efforts with the District Manager to provide the analysis, we are proposing to perform this work on an hourly basis with an estimated budget. We have attached a template with our comments showing the responsibilities of the District Engineer and the District Manager.

FEE..... HOURLY

(BUDGET ESTIMATE: \$10,000.00)

Not to Exceed without prior authorization

Expenses shall be invoiced in accordance with previously approved General Consulting Services Contract and District Policy. Sub-consultant fees shall be invoiced at cost plus 5%.

Re: State Mandated – Storm Water Need Analysis (20 years)

ITEMS NOT INCLUDED

- | | |
|---|---|
| 1. Waste Water Needs Analysis | 23. ACOE Permitting |
| 2. NPDES Permitting / Analysis | 24. Signage Design / Permitting |
| 3. MS4 Permitting Analysis | 25. Unified Sign Plan Design / Compliance |
| 4. Geotechnical Investigations | 26. Community Development District Issues (CDD) |
| 5. Soil Boring / Analysis | 27. Homeowners Association issues |
| 6. Groundwater Modeling / testing | 28. NDPES permit compliance |
| 7. Environmental Investigation | 29. Life Safety /Code compliance |
| 8. Wetland drawdown analysis | 30. Project Wide code compliance |
| 9. Wetland mitigation / Design / Permitting | 31. OSHA or other safety issues |
| 10. Irrigation or Irrigation supply design | 32. Administrative Hearing |
| 11. Electrical, Phone, Gas, Design / Permitting | 33. Utility Locations / Analysis / Design / Soft digs |
| 12. Lighting design / Street / Parking / etc. | 34. Consumptive Use Permitting (CUP) |
| 13. FEMA Floodplain / Model / Analysis / Permitting | 35. Historical / Archeological Issues |
| 14. Overhead Power line adjustments | 36. Endangered species |
| 15. Offsite drainage study | 37. Traffic study |
| 16. Hardscape/ Design / Permitting | 38. Pool Grading and Drainage (by others) |
| 17. Comprehensive plan | 39. Application / Permit Fees |
| 18. Fire Hydrant Testing | 40. Retaining wall or Structural design |
| 19. ADA Compliance | 41. Separate clearing / grading permit |
| 20. As-built Surveying | 42. Streetscape Design (specialty paving) |
| 21. Surveying (Topo, Bound., Route, Tree, Rw) | 43. Utility Locations / Analysis / Design / Soft digs |
| 22. Const. Stakeout / Locates / Verification | |

**ENGLAND-THIMS & MILLER, INC.
HOURLY FEE SCHEDULE – 2022**

CEO/CSO.....	\$375.00/Hr.
President.....	\$330.00/Hr.
Executive Vice President.....	\$320.00/Hr.
Vice President	\$257.00/Hr.
Senior Engineer/ Senior Project Manager.....	\$205.00/Hr.
Project Manager	\$190.00/Hr.
Director.....	\$175.00/Hr.
Engineer.....	\$165.00/Hr.
Assistant Project Manager	\$155.00/Hr.
Senior Planner /Planning Manager.....	\$190.00/Hr.
Planner.....	\$155.00/Hr.
CEI Project Manager.....	\$175.00/Hr.
CEI Senior Inspector.....	\$155.00/Hr.
CEI Inspector	\$125.00/Hr.
Senior Landscape Architect.....	\$175.00/Hr.
Landscape Architect.....	\$160.00/Hr.
Senior Technician.....	\$155.00/Hr.
GIS Developer / Senior Analyst.....	\$170.00/Hr.
GIS Analyst	\$140.00/Hr.
Senior Engineering Designer / Senior LA Designer.....	\$160.00/Hr.
Engineering Intern	\$140.00/Hr.
Engineering/Landscape Designer.....	\$140.00/Hr.
CADD/GIS Technician.....	\$125.00/Hr.
Administrative Support.....	\$90.00/Hr.

Re: State Mandated – Storm Water Need Analysis (20 years)

GENERAL CONDITIONS

PAYMENT TERMS - Payment is due upon receipt of our invoice. If payment is not received within thirty days from the invoice date, Client agrees to pay a finance charge on the principal amount of the past due account of one and one-half percent per month. If one and one-half percent per month exceeds the maximum allowed by law, the charge shall automatically be reduced to the maximum legally allowable.

In the event Client requests termination of the services prior to completion, the Client shall pay all outstanding invoices and all charges incurred between the issuance of the latest invoice through the date services are stopped plus any shutdown costs. If during the execution of the services, England, Thims & Miller, Inc. (ETM) is required to stop operations as a result of changes in the scope of services such as requests by the Client or requirements of third parties, additional charges will be applicable.

ETM will issue monthly invoices. For Lump Sum work, the invoice will reflect the percentage complete for each contract task item. For hourly services, the invoice will reflect the hours worked times the standard hourly billing rates as shown on Attachment A, (incorporated herein by reference). ETM's standard hourly billing rates are reevaluated annually prior to the beginning of the calendar year and subject to an increase not to exceed five (5) percent per year.

INSURANCE – ETM maintains Workers' Compensation and Employer's Liability Insurance in conformance with applicable state law. In addition, we maintain Comprehensive General Liability Insurance and Automobile Liability Insurance with bodily injury and property damage limits of \$1,000,000. A certificate of insurance can be supplied evidencing such coverage which contains a clause providing that ten days written notice be given prior to cancellation.

Cost of the above coverage is included in our quoted fees. If additional coverage or increased limits of liability are required, ETM will endeavor to obtain the requested insurance and charge separately for costs associated with additional coverage or increased limits.

STANDARD OF CARE - The only warranty or guarantee made by ETM in connection with the services performed hereunder, is that we will use that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for consulting services or by our furnishing oral or written reports.

PERMITTING/ZONING - The Client is herein notified that several City, State and Federal environmental, zoning and regulatory permits may be required for this project. ETM will assist the Client in preparing these permits at the Client's direction. However, the Client acknowledges that it has the responsibility for submitting, obtaining and abiding by all required permits. Furthermore, the Client holds ETM harmless from any losses or liabilities resulting from such permitting or regulatory action.

LIMITATION OF LIABILITY - To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of England, Thims & Miller, Inc. and its officers, directors, partners, employees, agents and subconsultants, and any of them, to the Client and anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of ETM and its officers, directors, employees, agents or subconsultants, or any of them, shall not exceed the total compensation received by ETM under this Agreement, or the total amount of \$50,000.00, whichever is less.

If Client prefers to have higher limits on professional liability, ETM agrees to increase the limits up to a maximum of \$500,000 upon Client's written request at the time of accepting this proposal provided that the Client agrees to pay an additional charge as a result of such increase.

SEVERABILITY AND SURVIVAL - If any of the provisions contained in this AGREEMENT are held invalid, illegal, or unenforceable, such invalidity, illegality or unenforceability will not affect any other provision, and this AGREEMENT will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

GOVERNING LAW - This agreement shall be governed in all respects by the laws of the State of Florida.

COST OPINIONS - Any cost opinions or Project economic evaluations provided by ETM will be on a basis of experience and judgment, but, since it has no control over market conditions or bidding procedures, ETM cannot warrant that bids, cost estimates, ultimate construction cost, or Project economics will not vary from these opinions.

SALES TAX - The purchaser of the services described herein shall pay any applicable state sales tax in the manner and in the amount as required by law.

OWNERSHIP OF DOCUMENTS - All documents, including, but not limited to drawings, specifications, reports, boring logs, field notes, laboratory test data, calculations and estimates, prepared by ETM as instruments of service pursuant to this Agreement, shall be the sole property of ETM. Client agrees that all documents of any nature furnished to Client or Client's agents or designees, if not paid for, will be returned upon demand and will not be used by Client for any purpose whatsoever. Client further agrees that under no circumstances shall any documents produced by ETM, pursuant to this Agreement be used at any location or for any project not expressly provided for in this Agreement without the written permission of ETM, and ETM will provide Client with copies of documents created in the performance of the work for a period not exceeding five years following submission of the final plans and specifications contemplated by this Agreement.

SAFETY - Should ETM provide periodic observations or monitoring services at the job site during construction, Client agrees that, in accordance with generally accepted construction practices, the contractor will be solely and completely responsible for working conditions on the job site, including safety of all persons and property during the performance of the work and compliance with OSHA regulations, and that these requirements will apply continuously and not be limited to normal working hours. Any monitoring of the contractor's procedures conducted by ETM is not intended to include review of the adequacy of the contractor's safety measures in, on, adjacent to, or near the construction site.

INDEMNIFICATION - In addition, and notwithstanding any other provisions of this Agreement, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless ETM and its directors, employees, agents and subconsultants from and against all damage, liability or cost, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with this project or the performance by any of the parties above named of the services under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of ETM.

PURSUANT TO FLORIDA STATUTES SECTION 558.0035(2013), AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES – In no event shall either party hereunder be liable to the other party for punitive, speculative, consequential or special damages of any kind.

CONTRACT ADMINISTRATION - Client agrees that ETM will not be expected to make exhaustive or continuous on-site inspections but that periodic observations appropriate to the construction stage shall be performed. It is further agreed that ETM will not assume responsibility for the contractor's means methods, techniques, sequences or procedures of construction and it is understood that field services provided by ETM will not relieve the contractor of his responsibilities for performing the work in accordance with the plans and specifications. The words "supervision", "inspection", or "control" are used to mean periodic observation of the work by ETM to verify substantial compliance with the plans, specifications and design concepts. Continuous inspections by our employees do not mean that ETM is observing placement of all materials. Full-time inspection means that an employee of ETM has been assigned for eight-hour days during regular business hours.

Construction inspection and monitoring services which exceed 40 hours per week for one individual shall be invoiced at 150% of the standard billing rate.

ASSIGNABILITY - Client and ETM, respectively bind themselves, their successors and assigns to the other party to this Agreement and to the successors and assigns of such other part with respect to all covenants of this Agreement. Neither Client nor ETM shall assign this Agreement without the prior written consent of the other part.

INTEGRATION - This Agreement represents the entire and integrated Agreement between Client and ETM and supersedes all prior negotiations, representations or Agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties.

LIMITATIONS ON CAUSES OF ACTION - Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have occurred and the applicable statutes of limitations shall commence to run not later than (i) the date of substantial completion for acts or failures to act occurring prior to substantial completion of our engineering services pursuant to this Agreement; or (ii) the date of issuance of our final invoice for acts or failure to act occurring after substantial completion of our engineering services pursuant to this Agreement.

THIRD PARTY BENEFICIARY - Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Client or ETM.

Re: State Mandated – Storm Water Need Analysis (20 years)

Please indicate your agreement with this proposal by signing in the space provided and return one copy to our office.

If you should have any questions or require additional information, please call. Thank you for this opportunity to be of professional service.

Yours sincerely,

Accepted this _____ day, 2022

ENGLAND, THIMS & MILLER, INC.



K.T. Peter Ma, P.E.
Executive Vice President

of: _____

By: _____

For: _____

SAW:SJL:shb

Background Information		District Engineer	District Manager	Comments					
Name of Local Government:		X							
Name of stormwater utility, if applicable:				Not Applicable					
Contact Person									
Name:		X		District Manager is the contact person.					
Position/Title:		X							
Email Address:		X							
Phone Number:		X							
<input type="checkbox"/>									
Part 1.1 Narrative Description:									
Please provide a brief description of the current institutional strategy for managing stormwater in your jurisdiction. Please include any mission statement, divisions or departments dedicated solely or partly to managing stormwater, dedicated funding sources, and other information that best describes your approach to stormwater:			X	The District Manager needs to provide any current stormwater strategies. ETM District Engineer is available to meet to discuss / review various strategies.					
On a scale of 1 to 5, with 5 being the highest, please indicate the importance of each of the following goals for your program:									
0	1	2	3	4	5				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage & flood abatement (such as flooding events associated with rainfall and hurricanes)	X		ETM District Engineer will meet with the District Manager to rate the programs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water quality improvement (TMDL Process/BMAPs/other)	X		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reduce vulnerability to adverse impacts from flooding related to increases in frequency and duration of rainfall events, storm surge and sea level rise	X		
Other:									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Permit Compliance	X		ETM District Engineer will meet with the District Manager to review other programs and rate them.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		X		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		X		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		X		
Part 1.2 Current Stormwater Program Activities:									
Please provide answers to the following questions regarding your stormwater management program.									
<ul style="list-style-type: none"> Does your jurisdiction have an NPDES Municipal Separate Storm Sewer System (MS4) Permit? 		X		The CDD does not have an NPDES MS4 Permit.					
<ul style="list-style-type: none"> Does your jurisdiction have a dedicated stormwater utility? 		X		The CDD does not have a stormwater utility.					
If no, do you have another funding mechanism?		X		Yes, the CDD has a funding mechanism.					
If yes, please describe your funding mechanism.		X		ETM District Engineer will work with the District Manager to determine how the mechanism should be defined/reported.					
<ul style="list-style-type: none"> Does your jurisdiction have a Stormwater Master Plan or Plans? 		X		It is recommended that ETM District Engineer prepare a draft Stormwater Master Plan (SMP) and review the SMP with the District Manager.					
If Yes:									
How many years does the plan(s) cover?		X		To be determined.					
Are there any unique features or limitations that are necessary to understand what the plan does or does not address? Explain.		X		To be determined.					
Please provide a link to the most recently adopted version of the document (if it is published online):		X		Not Applicable					

		District Engineer	District Manager	Comments
<ul style="list-style-type: none"> Does your jurisdiction have an asset management (AM) system for stormwater infrastructure? 			X	ETM District Engineer will meet with the District Manager to review existing assess management systems.
<div>If Yes, does it include 100% of your facilities?</div>			X	
<div>If your AM includes less than 100% of your facilities, approximately what percent of your facilities are included?</div>			X	
<ul style="list-style-type: none"> Does your stormwater management program implement the following (answer Yes/No): 				
A construction sediment and erosion control program for new construction (plans review and/or inspection)?		X		ETM District Engineer will meet with the District Manager to review existing stormwater management programs.
An illicit discharge inspection and elimination program?		X		
A public education program?		X		
A program to involve the public regarding stormwater issues?		X		
A "housekeeping" program for managing stormwater associated with vehicle maintenance yards, chemical storage, fertilizer management, etc. ?		X		
A stormwater ordinance compliance program (i.e., for low phosphorus fertilizer)?		X		
Water quality or stream gage monitoring?		X		
A geospatial data or other mapping system to locate stormwater infrastructure (GIS, etc.)?		X		
A system for managing stormwater complaints?		X		
Other specific activities?		X		
Part 1.3 Current Stormwater Program Operation and Maintenance Activities				
Please provide answers to the following questions regarding the operation and maintenance activities undertaken by your				
<ul style="list-style-type: none"> Does your jurisdiction typically assume maintenance responsibility for stormwater systems associated with new private development (i.e., systems that are dedicated to public ownership and/or operation upon completion)? 		X		
<ul style="list-style-type: none"> Does your stormwater operation and maintenance program implement any of the following (answer Yes/No): 				
Routine mowing of turf associated with stormwater ponds, swales, canal/lake banks, etc. ?			X	ETM District Engineer will meet with the District Manager to review existing stormwater operation and maintenance programs. Note: Culverts means all storm water pipes not just culvert crossings
Debris and trash removal from pond skimmers, inlet grates, ditches, etc. ?			X	
Invasive plant management associated with stormwater infrastructure?			X	
Ditch cleaning?			X	
Sediment removal from the stormwater system (vactor trucks, other)?			X	
Muck removal (dredging legacy pollutants from water bodies, canal, etc.)?			X	
Street sweeping?			X	
Pump and mechanical maintenance for trash pumps, flood pumps, alum injection, etc. ?			X	
Non-structural programs like public outreach and education?			X	
Other specific routine activities?			X	

			District Engineer	District Manager	Comments
Part 2. Detailed description of the stormwater management system and its facilities and projects (continued Section 403.9302(3)(a), F.S.)					
<p>A stormwater management system, as defined in the Introduction, includes the entire set of site design features and structural infrastructure for collection, conveyance, storage, infiltration, treatment, and disposal of stormwater. It may include drainage improvements and measures to prevent streambank channel erosion and habitat degradation. This section asks for a summary description of your stormwater management system.</p>					
	Number	Unit of Measurement			
Estimated feet or miles of buried culvert:			X		ETM District Engineer will provide estimates based upon existing design plans.
Estimated feet or miles of open ditches/conveyances (lined and unlined) that are maintained by the stormwater program:			X		
Estimated number of storage or treatment basins (i.e., wet or dry ponds):			X		
Estimated number of gross pollutant separators including engineered sediment traps such as baffle boxes, hydrodynamic separators, etc. :			X		
Number of chemical treatment systems (e.g., alum or polymer injection):			X		
Number of stormwater pump stations:			X		
Number of dynamic water level control structures (e.g., operable gates and weirs that control canal water levels):			X		
Number of stormwater treatment wetland systems:			X		
Other:					
			X		
			X		
			X		
			X		
			X		
			X		
Which of the following green infrastructure best management practices do you use to manage water flow and/or improve water quality (answer Yes/No):					
	Best Management Practice	Current	Planned		
	Tree boxes				ETM District Engineer will meet with the District Manager to review existing green infrastructure best management practices.
	Rain gardens			X	
	Green roofs			X	
	Pervious pavement/pavers			X	
	Littoral zone plantings			X	
	Living shorelines			X	
	Other Best Management Practices:				
				X	
				X	
				X	
				X	
				X	
Part 3. The number of current and projected residents served calculated in 5-year increments (Section 403.9302(3)(b), F.S.)					
Any independent special district whose boundaries do not coincide with a county or municipality must submit a GIS shapefile with the current and projected service area. EDR will calculate the appropriate population estimates based on that map. Submission of this shapefile also serves to complete Part 4.0 of this template.			X		ETM District Engineer will provide a GIS shapefile of the CDD boundaries for submittal to EDR.
Part 4.0 The current and projected service area for the stormwater management program or stormwater management system (Section 403.9302(3)(c), F.S.)					
Similarly, if your service area is expected to change within the 20-year horizon, please describe the changes (e.g., the expiration of an interlocal agreement, introduction of an independent special district, etc.).			X		ETM District Engineer will meet with the District Manager to review current and projected service area.

Part 5.0 The current and projected cost of providing services calculated in 5-year increments (Section 403.9302(3)(d), F.S.)

Given the volume of services, jurisdictions should use the template's service groupings rather than reporting the current and projected cost of each individual service. Therefore, for the purposes of this document, "services" means:

1. Routine operation and maintenance (inclusive of the items listed in Part 1.3 of this document, ongoing administration, and non-structural programs)
2. Expansion (that is, improvement) of a stormwater management system.

Expansion means new work, new projects, retrofitting, and significant upgrades. Within the template, there are four categories of expansion projects.

1. Flood protection, addressed in parts 5.2 and 5.3... this includes capital projects intended for flood protection/flood abatement
2. Water quality, addressed in part 5.2 and 5.3... this includes stormwater projects related to water quality improvement, such as BMAPs; projects to benefit natural systems through restoration or enhancement; and stormwater initiatives that are part of aquifer recharge projects
3. Resiliency, addressed in part 5.4... this includes all major stormwater initiatives that are developed specifically to address the effects of climate change, such as sea level rise and increased flood events
4. End of useful life replacement projects, addressed in part 6.0... this includes major expenses associated with the replacement of aging infrastructure

While numbers 3 and 4 have components that would otherwise fit into the first two categories, they are separately treated given their overall importance to the Legislature and other policymakers.

Expansion projects are further characterized as currently having either a committed funding source or no identified funding source. Examples of a committed funding source include the capacity to absorb the project's capital cost within current budget levels or forecasted revenue growth; financing that is underway or anticipated (bond or loan); known state or federal funding (appropriation or grant); special assessment; or dedicated cash reserves for future expenditure.

All answers should be based on local fiscal years (LFY, beginning October 1 and running through September 30). Please use nominal dollars for each year, but include any expected cost increases for inflation or population growth. Please check the EDR website for optional growth rate schedules that may be helpful.

Part 5.1 Routine Operation and Maintenance

Please complete the table below, indicating the cost of operation and maintenance activities for the current year and subsequent five-year increments throughout the 20-year horizon. Your response to this part should exclude future initiatives associated with resiliency or major expenses associated with the replacement of aging infrastructure; these activities are addressed in subparts 5.4 and 6.0. However, do include non-structural programs like public outreach and education in this category.

If specific cost data is not yet available for the current year, the most recent (2020-21) O&M value can be input into the optional growth rate schedules (available on EDR's website as an Excel workbook). The most recent O&M value can be grown using the provided options for inflation, population growth, or some other metric of your choosing. If the growth in your projected total O&M costs is more than 15% over any five-year increment, please provide a brief explanation of the major drivers.

Routine Operation and Maintenance

Expenditures (in \$ thousands)

	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Operation and Maintenance Costs					
Brief description of growth greater than 15% over any 5-year period:					

Part 5.2 Future Expansion (Committed Funding Source)

Please list expansion projects and their associated costs for the current year and subsequent five-year increments throughout the 20-year planning horizon. In this section, include stormwater system expansion projects or portions of projects with a committed funding source. If you include a portion of a project that is not fully funded, the project's remaining cost must be included in part 5.3, Expansion Projects with No Identified Funding Source.

Though many, if not most, stormwater projects benefit both flood protection and water quality, please use your best judgment to either allocate costs or simply select the primary purpose from the two categories below.

5.2.1 Flood Protection (Committed Funding Source): Provide a list of all scheduled new work, retrofitting and upgrades related to flood protection/flood abatement. Include infrastructure such as storage basins, piping and other conveyances, land purchases for stormwater projects, etc. Also include major hardware purchases such as vector/jet trucks.

District Engineer	District Manager	Comments
	X	ETM District Engineer can review the CDD's O&M budget with the District Manager to assist with development of the cost estimates.
X		ETM District Engineer will assist the District Manager with this task.

5.2.2 Water Quality Projects (Committed Funding Source): Please provide a list of scheduled water quality projects in your jurisdiction, such as treatment basins, alum injection systems, green infrastructure, water quality retrofits, etc., that have a direct stormwater component. The projected expenditures should reflect only those costs.

- If you are party to an adopted BMAP, please include the capital projects associated with stormwater in this table. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred. For reference, DEP publishes a complete list of adopted BMAP projects as an appendix in their Annual STAR Report.

Expansion Projects with a Committed Funding Source

5.2.1 Flood Protection		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

5.2.2 Water Quality		Expenditures (in \$thousands)			
Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Part 5.3 Future Expansion with No Identified Funding Source

Please provide a list of known expansion projects or anticipated need(s) without formal funding commitments(s), formal pledges, or obligations. If you included a portion of a project that was partially covered by a committed source in part 5.2 above, list the projects and their remaining costs below.

5.3.1 Future Flood Protection with No Identified Funding Source: Please provide a list of future flood protection/flood abatement projects, associated land purchases, or major hardware purchases that are needed in your jurisdiction over the next 20 years. Future needs may be based on Master Plans, Comprehensive Plan Elements, Water Control Plans, areas of frequent flooding, hydrologic and hydraulic modeling, public safety, increased frequency of maintenance, desired level of service, flooding complaints, etc.

5.3.2 Future Water Quality Projects with no Identified Funding Source: Please provide a list of future stormwater projects needed in your jurisdiction over the next 20 years that are primarily related to water quality issues. Future needs may be based on proximity to impaired waters or waters with total maximum daily loads (TMDLs), BMAPs, state adopted Restoration Plans, Alternative Restoration Plans, or other local water quality needs.

- If you are party to an adopted BMAP, please list capital projects associated with stormwater. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred.
- List other future water quality projects, including those in support of local water quality goals as well as those identified in proposed (but not yet adopted) BMAPs.

Expansion Projects with No Identified Funding Source

5.3.1 Flood Protection		Expenditures (in \$thousands)			
Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

5.3.2 Water Quality		Expenditures (in \$thousands)			
Project Name (or, if applicable, BMAP Project Number or ProjID)	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

District Engineer	District Manager	Comments
		<p>Note: This effort will require much more effort for uncompleted CDDs versus completed CDDs. For uncompleted CDDs, all the uncompleted infrastructure will have to be estimated and a timeline estimated. A much bigger effort.</p>
X		ETM will preparing this response.
X		
X		
X		
X		
X		ETM will preparing this response.
X		
X		
X		
X		
		<p>Note: ETM will review the State TMDLS, BMAPs, etc. and determine if the CDD could be potentially affected by a TMDL, BMAP or other plan, and be required to provide services such as water quality monitoring.</p>
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	

District Engineer	District Manager	Comments
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	
X		ETM District Engineer will complete this section.
X		
X		
X		
X		
X		
X		
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	

Rather than reporting the exact number of useful years remaining for individual components, this section is constructed to focus on infrastructure components that are targeted for replacement and will be major expenses within the 20-year time horizon. Major replacements include culverts and pipe networks, control structures, pump stations, physical/biological filter media, etc. Further, the costs of retrofitting when used in lieu of replacement (such as slip lining) should be included in this part. Finally, for the purposes of this document, it is assumed that open storage and conveyance systems are maintained (as opposed to replaced) and have an unlimited service life.

In order to distinguish between routine maintenance projects and the replacement projects to be included in this part, only major expenses are included here. A major expense is defined as any single replacement project greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (such as a project in late 2021 costing more than 5% of the O&M expenditures for fiscal years 2016-2017 to 2020-2021).

If you have more than 5 projects in a particular category, please use the "Additional Projects" tab. There, you can use dropdown lists to choose the project category and whether there is a committed funding source, then enter the project name and expenditure amounts.

End of Useful Life Replacement Projects with a Committed Funding Source

Project Name	Expenditures (in \$thousands)				
	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

End of Useful Life Replacement Projects with No Identified Funding Source

Project Name	Expenditures (in \$thousands)				
	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42

Part 7.0 The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components. (Section 403.9302(3)(f), F.S.)

This part of the template also addresses a portion of s. 403.9302(3)(g), F.S., by including historical expenditures. Many local governments refer to these as "actual" expenditures.

Consistent with expenditure projections, the jurisdiction's actual expenditures are categorized into routine O&M, expansion, resiliency projects, and replacement of aging infrastructure. Additionally, the table includes space for reserve accounts. EDR's interpretation of subparagraph 403.9302(3)(f), F.S., is that "capital account" refers to any reserve account developed specifically to cover future expenditures.

Note that for this table:

- Expenditures for local fiscal year 2020-21 can be estimated based on the most current information if final data is not yet available.
- Current Year Revenues include tax and fee collections budgeted for that fiscal year as well as unexpended balances from the prior year (balance forward or carry-over) unless they are earmarked for the rainy day or a dedicated reserve as explained in the following bullets.
- Bond proceeds should reflect only the amount expended in the given year.
- A reserve is a dedicated account to accumulate funds for a specific future expenditure.
- An all-purpose rainy day fund is a type of working capital fund typically used to address costs associated with emergencies or unplanned events.

The sum of the values reported in the "Funding Sources for Actual Expenditures" columns should equal the total "Actual Expenditures" amount. The cells in the "Funding Sources for Actual Expenditures" section will be highlighted red if their sum does not equal the "Actual Expenditures" total.

If you do not have a formal reserve dedicated to your stormwater system, please enter zero for the final two reserve columns.

Routine O&M

District Engineer	District Manager	Comments
		ETM District Engineer shall review the stormwater management system to identify infrastructure that would meet this criteria (i.e., stormwater pump stations, baffle boxes).
	X	ETM District Engineer will assist the District Manager with preparing this response.
	X	Note:
	X	This shall include only infrastructures that will require major replacement or have major expenses during the next 20 years. It does not include all existing infrastructure.
	X	
	X	
	X	ETM District Engineer will assist the District Manager with preparing this response.
	X	Note:
	X	This shall include only infrastructures that will require major replacement or have major expenses during the next 20 years. It does not include all existing infrastructure.
	X	
	X	

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Expansion

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Resiliency

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current	Amount Drawn from Bond	Amount Drawn from Dedicated	Amount Drawn from All-	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

Replacement of Aging Infrastructure

	Total	Funding Sources for Actual Expenditures					
	Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy	Contributions to Reserve Account	Balance of Reserve Account
2016-17							
2017-18							
2018-19							
2019-20							
2020-21							

District Engineer	District Manager	Comments
	X	ETM District Engineer will assist the District Manager with preparing this response.
	X	
	X	
	X	
	X	
X		ETM District Engineer will assist the District Manager with preparing this response.
X		
X		
X		
X		
	X	ETM District Engineer will work with the District Manager to determine an appropriate response. Generally, this response will be Not Applicable.
	X	
	X	
	X	
	X	
X		ETM District Engineer will work with the District Manager to determine an appropriate response. Generally, this response will be Not Applicable.
X		
X		
X		
X		

Part 8.0 The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap (Section 403.9302(3)(g), F.S.)

In this template, the historical data deemed necessary to comply with s. 403.9302(3)(g), F.S., was included in part 7.0. This part is forward looking and includes a funding gap calculation. **The first two tables will be auto-filled from the data you reported in prior tables.** To do this, EDR will rely on this template's working definition of projects with committed funding sources, *i.e.*, EDR assumes that all committed projects have committed revenues. Those projects with no identified funding source are considered to be unfunded. EDR has automated the calculation of projected funding gaps based on these assumptions.

Committed Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Total Committed Revenues (=Total Committed Projects)	0	0	0	0

No Identified Funding Source	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Maintenance	0	0	0	0
Expansion	0	0	0	0
Resiliency	0	0	0	0
Replacement/Aging Infrastructure	0	0	0	0
Projected Funding Gap (=Total Non-Committed Needs)	0	0	0	0

For any specific strategies that will close or lessen a projected funding gap, please list them in the table below. For each strategy, also include the expected new revenue within the five-year increments.

Strategies for New Funding Sources	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42
Total	0	0	0	0

Remaining Unfunded Needs	0	0	0	0
--------------------------	---	---	---	---

District Engineer	District Manager	Comments
	X	This tables will be auto-filled from data reported in prior tables.
	X	
	X	
	X	
	X	
	X	This tables will be auto-filled from data reported in prior tables.
	X	
	X	
	X	
	X	
	X	ETM District Engineer will work with the District Manager to determine an appropriate response.
	X	
	X	
	X	
	X	
	X	
	X	

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: 12

(B) Name of Payee:

Hopping Green & Sams, PA
WIRE/ACH Information
Synovus Bank
Hopping Green & Sams, P.A.
Account Number: 3270103901
ABA Routing Number: 061100606

(C) Amount Payable: \$ 1,906.50

(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 126226

(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: Mark B. 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. F. [Signature]
Consulting Engineer

December 15, 2021

Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

November 12, 2021

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

Bill Number 126226
Billed through 11/12/2021

Project Construction

PRIDGE 00103 WSH

FOR PROFESSIONAL SERVICES RENDERED

10/21/21	KFJ	Prepare RFP manual; confer with Haber.	2.10 hrs
10/22/21	KFJ	Prepare repair and project installation agreement; confer with Haber.	0.50 hrs
10/22/21	WSH	Review and revise RFP package.	0.80 hrs
10/22/21	KFJ	Finalize draft RFP manual and confer with Haber.	1.00 hrs
10/25/21	WSH	Review and revise RFP package; prepare correspondence to Lucas.	1.30 hrs
10/25/21	KFJ	Amend project manual; confer with Haber.	0.20 hrs
10/28/21	WSH	Finalize RFP notice; confer with Giles regarding publication of same.	0.80 hrs
11/01/21	WSH	Review and revise RFP package; confer with Lucas regarding same.	0.90 hrs
11/02/21	KFJ	Confer with Haber; prepare draft construction contracts.	2.00 hrs
11/03/21	WSH	Review and revise RFP package; confer with Lucas regarding same.	0.60 hrs
11/03/21	KFJ	Update RFP agreement; confer with Haber.	0.30 hrs
Total fees for this matter			\$1,906.50

MATTER SUMMARY

Jusevitch, Karen F.- Paralegal	6.10 hrs	125 /hr	\$762.50
Haber, Wesley S.	4.40 hrs	260 /hr	\$1,144.00

TOTAL FEES \$1,906.50

TOTAL CHARGES FOR THIS MATTER **\$1,906.50**

BILLING SUMMARY

Jusevitch, Karen F.- Paralegal	6.10 hrs	125 /hr	\$762.50
Haber, Wesley S.	4.40 hrs	260 /hr	\$1,144.00

TOTAL FEES	\$1,906.50
------------	------------

TOTAL CHARGES FOR THIS BILL	\$1,906.50
------------------------------------	-------------------

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: 13

(B) Name of Payee:

England-Thims & Miller, Inc.
14775 Old St. Augustine Road
Jacksonville, FL 32258

(C) Amount Payable: \$ 265.50

(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 Completion Report – Invoice 200595

(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.

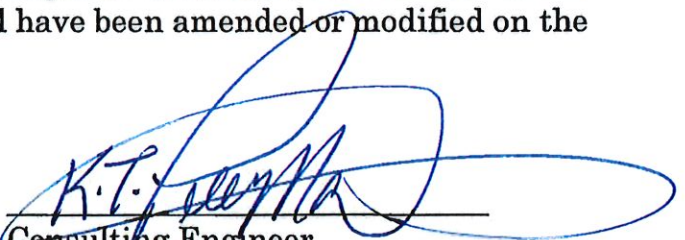
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

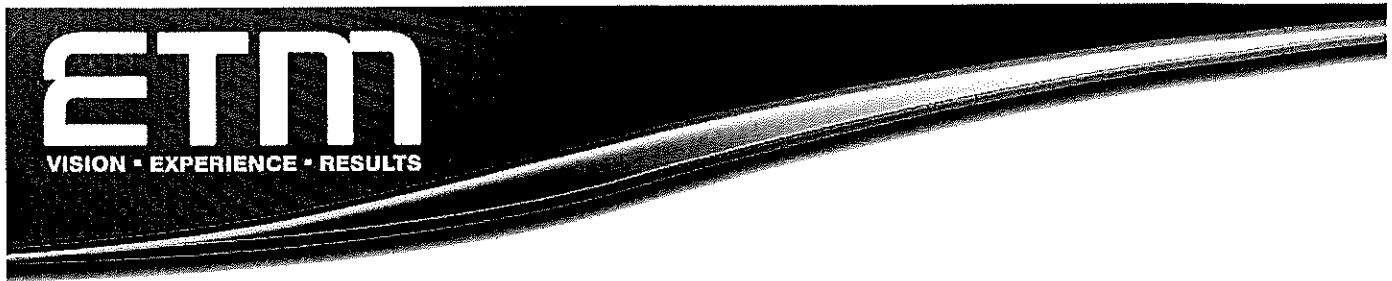
By: 
Authorized Officer

**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

December 15, 2021



Pineridge Community Development District
GMS-SF, LLC
5385 N Nob Hill Road
Sunrise, FL 33351

December 06, 2021
Project No: 03136.08000
Invoice No: 0200595

Project 03136.08000 Pine Ridge Cdd - Completion Report

Work Description: RFP meeting for Amenity Center

Professional Services rendered through November 30, 2021

Professional Personnel

		Hours	Rate	Amount
Principal - Vice President				
Ma, Ka Tai	11/13/2021	1.00	245.00	245.00
Administrative Support				
Blair, Shelley	11/27/2021	.25	82.00	20.50
Totals		1.25		265.50
Total Labor				265.50

Invoice Total this Period \$265.50

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14776 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9405
CA-00002584 LC-00003118

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: 14

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

(C) Amount Payable: \$ 781.14

(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 8728

(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

December 21, 2021

**Basham & Lucas Design Group Inc.**

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

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 8728
DATE 12/17/2021
TERMS Due on receipt
DUE DATE 12/31/2021

CONTRACT SERVICES	CONTRACT	DUE	AMOUNT DUE
Part 4: Interior Design Construction Documents for the Fitness Expansion	0.00	0.00 of 0.00	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: 12/9 - Bid Opening at ETM 12/13 - CDD Meeting 3hrs @ \$200/hr plus mileage	781.14		781.14

BALANCE DUE \$781.14

Estimate Summary

Estimate 20-129	70,600.00
Invoice 8698	3,900.00
Invoice 8415	6,800.00
Invoice 8499	18,600.00
Invoice 8600	900.00
Invoice 8640	40,600.00
This invoice 8728	\$781.14
Total invoiced	71,581.14

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: 15

(B) Name of Payee: England-Thims & Miller, Inc.
14775 Old Saint Augustine Road
Jacksonville, FL 32258

(C) Amount Payable: \$ 22,471.72

(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 CDD Master Infrastructure Improvements (Amenity Center Enhancement) Pool Addition (WA#23)

(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

January 4, 2022



Pineridge Community Development District
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

December 07, 2021
Project No: 21234.00000
Invoice No: 0200677

1.310.51300.31100

Project 21234.00000 Pineridge CDD - Master Infrastructure Improvements (Amenity Center Enhancement) Pool Addition (WA#23) **8A**

Professional Services rendered through November 30, 2021

Task Lump Sum Services

Task	Contract Amount	Percent Complete	Earned To Date	Previously Billed	Current Billed
1.Topographic Survey Update	4,800.00	100.00	4,800.00	4,800.00	0.00
2.Clay County DRC	3,500.00	100.00	3,500.00	3,500.00	0.00
3.Construction Documents	26,100.00	100.00	26,100.00	3,915.00	22,185.00
4. Regulatory Permitting					
1.Clay County DRC Engineering Review	3,500.00	0.00	0.00	0.00	0.00
2.CCUA Water & Sewer Review	3,000.00	0.00	0.00	0.00	0.00
3.SJRWMD ERM Permit Mod/Enviro. Sub inc.	5,000.00	0.00	0.00	0.00	0.00
5.Landscape & Irrigation Design	7,500.00	0.00	0.00	0.00	0.00
Total Fee	53,400.00		34,400.00	12,215.00	22,185.00
Total Fee					22,185.00

Total this Task \$22,185.00

Task 06 Expenses
Expenses

Delivery / Messenger Svc		36.72	
Permits		250.00	
Total Expenses	1.0 times	286.72	286.72

	Current	Prior	To-Date
Total Billings	286.72	.33	287.05
Contract Limit			5,000.00
Remaining			4,712.95
Total this Task			\$286.72

Invoice Total this Period \$22,471.72

England-Thim & Miller, Inc.

CHARTERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-648-6465
CA-00002884 LC-0000016

D.

1.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-509-6445

Date: January 18, 2022
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager &
Brian Stephens, Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- RMS staff painted the men's poolside restroom and women's restroom will be completed next.
- The cabinets in the men's poolside restroom were stained to help restore and give a fresh look.
- Beacon Electrical was out to help address the issue with three (3) light poles located along the walking path near the playground. They were able to get one (1) to work and are still working on the other two (2).
- RMS staff has continued to remove dirt from the curbs near Buggy Whip along Pine Ridge Parkway to prevent buildup.

Landscaping & Lakes:

- Down to Earth continues to maintain the grounds throughout.
- Lake Doctor's continues to maintain the lakes. They have started maintaining the Two (2) additional ponds.
- RMS continues to inspect and clean all the lakes and outfall structures.

Amenity Manager:

- The total number of scheduled rentals for January and February are currently at 8.
- The Community Easter event is being planned for April 9th from 1 to 4 p.m.
- Twisted Philly Steaks was at the amenity center on November 15th and again on December 2nd from 5 to 8 p.m.
- Frozen Sweets truck was at the amenity center for the Christmas Event on December 11th from 5 to 8 p.m.
- Pye Barker Fire and Safety preformed the annual test of our fire system on December 17th. Fire alarm was tested and all fire extinguishers were checked.
- Frozen Sweets truck was at the amenity center on January 2nd from 2 to 5 p.m.
- Brochachos Fusion Tacos was at the amenity center on January 12th from 5 to 8 p.m.
- Hibashi Party is scheduled to be at the amenity center on January 19th, February 24th, March 24th, April 20th, May 18th and again on June 15th from 5 to 8 p.m.
- Northeast Florida Vending continues to service and stock our soda machine.
- Jackpot Vending continues to service and stock our snack machine.

2.



December 2021

Meeting Notes w/ Brian Stephens @Pine Ridge

Punch List & Action Items :

- Pinestraw & Mulch installation: Completed
- F&P Applied December 1st – Fertilizers, Herbicides, & Pest Control
Applied to Tree/Shrub/Turf
- Winter Annual Flower Rotation completed (including the ones damaged by car)
- Saw palmettos at entrance have been cut back
- Remove dead single 3" caliper Oak tree from median – Quote
- Remove & replace (8) Dead/Diseased/Dying Little Gems on Pine Ridge Pky
- Land/Pond Bank Clearing on Tropical Pine Pond – Clear to the tree line
- Use Trail Behind charter school to access the Tropical Pine Pond
- Will need to bring out heavy machinery to clear Tropical Pine Pond bank
- Clear Corner of pocket park on Pine Ridge Pky / Foggy Day Drive



January 2022

Meeting Notes w/ Brian Stephens @Pine Ridge

Punch List & Action Items :

- Palmetto saw grass @ entrance – cut out wild single wax myrtle
- Jasmine in the beds @ Clubhouse entrance need to be cut back
- Dead oak in median – Flush cut and remove/ re-sod – Quote
- Pocket Park Project to begin this month – lifting trees cut back
- Leave desirables / remove undesirables in pocket parks
- Clearing the pond bank on Tropical Pine – Up to tree line
- Leave desirables / remove undesirables on pond bank
- Remove/replace 8 Little Gem Magnolias w/ DD Blanchard's 15gal (proposal)
- Replace missing flax lilies at site of sink hole construction medians (12) 3gal Flax Lilies – Send quote
- 7 Tree Rings on Tynes Blvd. – Missing pine straw – please fix
- Working on getting a better copy of and irrigation map for board

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, November 16, 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
Jack Montoya	Supervisor

Also, present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Maria Cranford	Amenity Manager
Brian Stephens	Operations Manager

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.

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

Staff Reports

A. Attorney

1. Publication of Legal Notice

Mr. Haber reported in the agenda package a number of memos from District Counsel to include publication of legal notices and his office will continue monitoring this issue. This allows for certain notices to have internet only notices but must be used cautiously.

2. Needs Analysis that Districts Providing Wastewater or Stormwater Management Services Must Complete by June 30, 2022

Mr. Haber reported this is a legal change that mandates stormwater needs analysis for all Districts by June 30, 2022. Discussion ensued on the details of this requirement and are included in the attached memo.

3. Prompt Payment Requirements

Mr. Haber reported this requirement will require a change in the current process and noted several changes that will affect the District such as interest on late payments and dispute resolutions. A new resolution will be needed for this change.

4. Public Records Exemptions for Addresses and Other Information Associated with Certain Officers, Judges, etc.

Mr. Haber reported that certain individuals are exempt from providing contact information to the public.

B. District Manager

Ms. Giles noted the construction documents are provided to the Board. Compliments were made to Mike Lewis for his work. The Board requested a full size set of construction documents to be provided for the amenity center.

C. Engineer – Ratification of Requisition 7 (Series 2020 Project)

Ms. Giles asked for a motion for ratification.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Requisition 7 (Series 2020 Project), was ratified.

D. Operations Manager

1. Report

Mr. Stephens reviewed the Operations Report and updated the Board on all completed projects to include pest control and Fitness Pro Maintenance inspections, pressure washing, and replacement of ceiling fans.

2. Landscape Quality Inspection Report

Mr. Stephens presented the landscape and irrigation report from Down to Earth which can be found in the agenda package. Pine straw and mulching has started and should be completed by mid-November.

3. Discussion of Lake Doctors Proposal to Add 2 Additional Lakes

Mr. Stephens discussed the agreement with Lake Doctors for adding new additional lakes.

On MOTION by Mr. Biagetti, seconded by Mr. Montoya, with all in favor, the Proposal to add 2 additional lakes to the Lake Doctors Agreement, was approved.

4. Discussion of New Ceiling Fan Proposals

Mr. Stephens reviewed the new ceiling fan proposals with specifics on the fans. The Board reviewed the choices and asked that staff select the top 3 choices for fan replacements.

E. Amenity Manager

1. Discussion of Fitness Room HVAC Proposal

Ms. Cranford reviewed the fitness room HVAC proposal. Ms. Cranford discussed the company issues and other issues such as mold. Board discussion included having this proposal include split control options for the center and office space. Ms. Cranford will look into this option.

2. Discussion of Adding Cameras to the New Area for the Tennis/Basketball Courts

Ms. Cranford noted she is waiting to hear on pricing for adding cameras and hopes to have it by the December meeting. She also discussed the pool slide and tower repairs to include the costs and specifics of the project. After discussion the Board decided to look into other vendors and options.

FOURTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

Public Comments:

There were no members from the public present at the meeting.

Supervisor Requests:

Question was asked about another play area in the new phase. Board discussion ensued on this as a possible proposal and what the costs would be and how to do this with the budget. Board also asked about the construction documents for expansion project and timelines.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending October 31, 2021

Ms. Giles noted the financials were for the period ending October 31, 2021.

B. Assessment Receipts Schedule

Ms. Giles noted the receipt schedule was collected at 100% for FY 2021.

C. Approval of Check Register

Ms. Giles presented the check register totaling \$38,734.45

D. Ratification of Agreement with All Weather Contractors, Inc. for Repair and Improvement Services

Ms. Giles presented this agreement.

On MOTION by Mr. Biagetti seconded by Mr. Nazario, with all in favor, the Consent Agenda, was approved.

SIXTH ORDER OF BUSINESS

Next Scheduled Meeting – 12/13/21 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next scheduled meeting is scheduled for December 13, 2021 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Nazario, 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
December 31, 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	\$116,638	\$86,056	---	---	\$202,694
INVESTMENTS					
Reserve A-1	---	---	\$173,593	---	\$173,593
Reserve A-2	---	---	\$115,100	---	\$115,100
Revenue A	---	---	\$911,887	---	\$911,887
Construction	---	---	---	\$1,792,952	\$1,792,952
State Board	\$366,292	\$200,654	---	---	\$566,947
US Bank Custody	\$703,351	---	---	---	\$703,351
TOTAL ASSETS	<u>\$1,186,282</u>	<u>\$286,710</u>	<u>\$1,200,580</u>	<u>\$1,792,952</u>	<u>\$4,466,524</u>
<u>LIABILITIES:</u>					
ACCOUNTS PAYABLE	---	---	---	---	\$0
FUND BALANCES:					
ASSIGNED	\$43,187	---	---	---	\$43,187
UNASSIGNED	\$1,143,095	---	---	---	\$1,143,095
RESTRICTED FOR DEBT SERVICE	---	---	\$1,200,580	---	\$1,200,580
RESTRICTED FOR CAPITAL PROJECTS	---	\$286,710	---	\$1,792,952	\$2,079,663
TOTAL LIABILITIES & FUND EQUITY & OTHER CREDITS	<u>\$1,186,282</u>	<u>\$286,710</u>	<u>\$1,200,580</u>	<u>\$1,792,952</u>	<u>\$4,466,524</u>

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/21	ACTUAL THRU 12/31/21	VARIANCE
REVENUES:				
Assessments - Tax Collector	\$538,283	\$521,591	\$521,591	\$0
Misc./Facility Rental Income	\$3,000	\$750	\$2,239	\$1,489
Interest Income	\$600	\$150	\$127	(\$23)
TOTAL REVENUES	\$541,883	\$522,491	\$523,957	\$1,466
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisors Fees/FICA Taxes	\$10,334	\$2,584	\$3,230	(\$646)
Engineering	\$7,000	\$1,750	\$0	\$1,750
Attorney	\$20,000	\$1,667	\$0	\$1,667
Annual Audit	\$3,100	\$0	\$0	\$0
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$1,200	\$1,200	\$1,200	\$0
Trustee	\$6,000	\$0	\$0	\$0
Dissemination	\$5,000	\$1,250	\$1,250	(\$0)
Management Fees	\$46,505	\$11,626	\$11,626	(\$0)
Computer Time	\$1,200	\$300	\$300	\$0
Telephone	\$350	\$88	\$73	\$15
Postage	\$1,000	\$250	\$37	\$213
Printing & Binding	\$1,200	\$300	\$174	\$126
Insurance	\$8,810	\$8,810	\$8,290	\$520
Legal Advertising	\$2,500	\$625	\$289	\$336
Other Current Charges	\$600	\$150	\$53	\$98
Website Domain	\$1,200	\$300	\$300	\$0
Office Supplies	\$300	\$75	\$7	\$68
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
ADMINISTRATIVE EXPENDITURES	\$121,734	\$36,409	\$32,263	\$4,146
GROUPS MAINTENANCE:				
Landscape Maintenance	\$100,000	\$25,000	\$22,590	\$2,410
Lake Maintenance	\$9,300	\$2,325	\$2,611	(\$286)
Electric	\$2,500	\$625	\$407	\$218
Water	\$35,000	\$8,750	\$5,631	\$3,119
Repairs And Maintenance	\$20,000	\$5,000	\$723	\$4,277
Contingencies	\$4,451	\$1,113	\$0	\$1,113
GROUPS MAINTENANCE EXPENDITURES	\$171,251	\$42,813	\$31,962	\$10,850

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2021

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/21	ACTUAL THRU 12/31/21	VARIANCE
<u>EXPENDITURES:</u>				
<u>AMENITY CENTER</u>				
Insurance	\$10,902	\$10,902	\$10,258	\$644
General Facility Maintenance	\$15,000	\$3,750	\$2,721	\$1,029
Repairs & Replacements	\$15,000	\$3,750	\$6,795	(\$3,045)
Recreational Passes	\$500	\$125	\$0	\$125
Postage	\$100	\$25	\$0	\$25
Printing & Email Marketing	\$125	\$31	\$0	\$31
Office Supplies	\$700	\$175	\$322	(\$147)
Other Current Charges	\$250	\$63	\$0	\$63
Permit Fees	\$250	\$0	\$0	\$0
Contingency	\$5,000	\$1,250	\$0	\$1,250
Special Events	\$12,000	\$7,243	\$7,243	\$0
Refuse Service	\$7,200	\$1,800	\$1,786	\$14
Security	\$10,000	\$2,500	\$1,049	\$1,451
Gate Monitor	\$6,146	\$1,537	\$0	\$1,537
<u>Utilities</u>				
Water & Sewer	\$4,500	\$1,125	\$941	\$184
Electric	\$23,000	\$5,750	\$3,978	\$1,772
Cable/Phone/Internet	\$3,720	\$930	\$918	\$12
<u>Management Contracts</u>				
Amenity Management	\$57,277	\$14,319	\$14,319	\$0
Facility Assistant	\$19,489	\$4,872	\$0	\$4,872
Field Management Services	\$22,388	\$5,597	\$5,597	(\$0)
Lifeguards	\$17,790	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$3,125	\$3,125	(\$0)
Pool Chemicals	\$12,306	\$3,077	\$3,173	(\$97)
Janitorial	\$8,127	\$2,032	\$2,032	\$0
Janitorial Supplies	\$3,200	\$800	\$280	\$520
Holiday Decorations	\$0	\$0	\$263	(\$263)
AMENITY CENTER EXPENDITURES	\$267,470	\$74,778	\$64,800	\$9,977
<u>OTHER FINANCIAL SOURCES/(USES)</u>				
Capital Projects - Transfer Out	\$24,614	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$24,614	\$0	\$0	\$0
TOTAL EXPENDITURES	\$585,070	\$153,999	\$129,026	\$24,973
EXCESS REVENUES (EXPENDITURES)	(\$43,187)		\$394,931	
FUND BALANCE - Beginning	\$43,187		\$791,351	
FUND BALANCE - Ending	\$0		\$1,186,282	

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Month-to-Month
Fiscal Year 2022

REVENUES:

	ADOPTED BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
Assessments - Tax Collector	\$538,283	\$0	\$24,855	\$496,735	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$521,591
Interest Income	\$600	\$38	\$40	\$48	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$127
Misc./Facility Rental Income	\$3,000	\$1,264	\$600	\$375	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,239
TOTAL REVENUES	\$541,883	\$1,303	\$25,495	\$497,159	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$523,957

EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees/FICA Taxes	\$10,334	\$1,077	\$1,077	\$1,077	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,230
Engineering	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$1,200	\$600	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200
Dissemination	\$5,000	\$417	\$417	\$417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,250
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$3,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$46,505	\$3,875	\$3,875	\$3,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,626
Computer Time	\$1,200	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Telephone	\$350	\$2	\$0	\$70	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$73
Postage	\$1,000	\$3	\$8	\$26	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37
Printing & Binding	\$1,200	\$7	\$5	\$163	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$174
Insurance	\$8,810	\$8,290	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,290
Legal Advertising	\$2,500	\$46	\$243	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$289
Other Current Charges	\$600	\$0	\$25	\$28	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53
Website Domain	\$1,200	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
Office Supplies	\$300	\$0	\$0	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
ADMINISTRATIVE EXPENDITURES	\$121,734	\$19,951	\$5,850	\$6,462	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,263

GROUNDS MAINTENANCE:

Landscape Maintenance	\$100,000	\$7,541	\$7,889	\$7,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,590
Lake Maintenance	\$9,300	\$770	\$991	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,611
Electric	\$2,500	\$135	\$134	\$138	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$407
Water	\$35,000	\$1,439	\$2,108	\$2,084	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,631
Repairs And Maintenance	\$20,000	\$0	\$723	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$723
Contingencies	\$4,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GROUNDS MAINTENANCE EXPENDITURES	\$171,251	\$9,885	\$11,845	\$10,232	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$31,962

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
Month-to-Month
Fiscal Year 2022

	ADOPTED													
	BUDGET	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
<u>AMENITY CENTER</u>														
Insurance	\$10,902	\$10,258	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,258
General Facility Maintenance	\$15,000	\$2,721	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,721
Repairs & Replacements	\$15,000	\$1,951	\$3,364	\$1,480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,795
Recreational Passes	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Email Marketing	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$700	\$0	\$322	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$322
Other Current Charges	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Permit Fees	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$12,000	\$3,939	\$0	\$3,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,243
Refuse Service	\$7,200	\$595	\$595	\$595	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,786
Security	\$10,000	\$753	\$208	\$88	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,049
Gate Monitor	\$5,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Utilities</u>														
Water & Sewer	\$4,500	\$307	\$314	\$320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$941
Electric	\$23,000	\$1,455	\$1,235	\$1,288	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,978
Cable/Phone/Internet	\$3,720	\$306	\$306	\$306	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$918
<u>Management Contracts</u>														
Amenity Management	\$57,277	\$4,773	\$4,773	\$4,773	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,319
Facility Assistant	\$19,489	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Management Services	\$22,388	\$1,866	\$1,866	\$1,866	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,597
Lifeguards	\$17,790	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$12,500	\$1,042	\$1,042	\$1,042	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,125
Pool Chemicals	\$12,306	\$1,026	\$1,026	\$1,122	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,173
Janitorial	\$8,127	\$677	\$677	\$677	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,032
Janitorial Supplies	\$3,200	\$117	\$163	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$280
Holiday Decorations	\$0	\$0	\$263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$263
AMENITY CENTER EXPENDITURES	\$267,024	\$31,785	\$16,153	\$16,862	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$64,800
TOTAL EXPENDITURES	\$560,010	\$61,622	\$33,848	\$33,556	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$129,026
<u>OTHER SOURCES/(USES):</u>														
Capital Projects - Transfer Out	\$24,614	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	(\$42,741)	(\$60,319)	(\$8,353)	\$463,603	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$394,931

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance
For the Period Ended December 31, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/21	ACTUAL THRU 12/31/21	VARIANCE
REVENUES:				
Capital Reserve Funding - Transfer In	\$24,614	\$0	\$0	\$0
Interest	\$250	\$0	\$55	\$55
TOTAL REVENUES	\$24,864	\$0	\$55	\$55
EXPENDITURES:				
Capital Outlay	\$20,000	\$19,840	\$19,840	\$0
Culture/Recreation	\$20,000	\$5,000	\$0	\$5,000
TOTAL EXPENDITURES	\$40,000	\$24,840	\$19,840	\$5,000
EXCESS REVENUES (EXPENDITURES)	(\$15,136)		(\$19,785)	
FUND BALANCE - Beginning	\$341,577		\$306,495	
FUND BALANCE - Ending	<u>\$326,441</u>		<u>\$286,710</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 December 31, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/21	ACTUAL THRU 12/31/21	VARIANCE
REVENUES:				
Assessments - Tax Roll	\$926,572	\$897,838	\$897,838	\$0
Interest Income	\$50	\$13	\$6	(\$6)
TOTAL REVENUES	\$926,622	\$897,851	\$897,845	(\$6)
EXPENDITURES:				
DS 2020A1				
Interest Expense - 11/1	\$114,010	\$114,010	\$114,010	\$0
Interest Expense - 5/1	\$114,010	\$0	\$0	\$0
Principal Expense - 5/1	\$470,000	\$0	\$0	\$0
DS 2020A2				
Interest Expense - 11/1	\$47,139	\$47,139	\$47,139	\$0
Interest Expense - 5/1	\$47,139	\$0	\$0	\$0
Principal Expense - 5/1	\$135,000	\$0	\$0	\$0
TOTAL EXPENDITURES	\$927,298	\$161,149	\$161,149	\$0
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)	(\$676)		\$736,696	
FUND BALANCE - Beginning	\$175,191		\$463,884	
FUND BALANCE - Ending	\$174,515		\$1,200,580	

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 December 31, 2021

	ADOPTED BUDGET	PRORATED BUDGET THRU 12/31/21	ACTUAL THRU 12/31/21	VARIANCE
REVENUES:				
Interest Income	\$0	\$0	\$28	\$28
TOTAL REVENUES	\$0	\$0	\$28	\$28
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$59,338	(\$59,338)
Cost of Issuance	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$59,338	(\$59,338)
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		(\$59,311)	
FUND BALANCE - Beginning	\$0		\$1,852,263	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$1,792,952</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)
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)
Current Bonds Outstanding:	\$2,760,000

C.

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2022 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	45,425.56	897,838.28	521,590.81	1,419,429.09
TOTAL RECEIPTS	45,425.56	897,838.28	521,590.81	1,419,429.09

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2020 DEBT RECEIVED	O&M RECEIVED	TOTAL
1	11/10/2021	12,986.65	7,544.47	20,531.12
2	11/24/2021	29,798.11	17,310.93	47,109.04
3	12/6/2021	749,578.70	435,460.79	1,185,039.49
4	12/20/2021	105,474.82	61,274.62	166,749.44
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
TOTAL FY18 TAX ROLL RECEIPTS		897,838.28	521,590.81	1,419,429.09

% TAX ROLL COLLECTED	96.90%	96.90%	96.90%
TOTAL COLLECTED	96.90%	96.90%	96.90%

D.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

11/1/2021 - 12/31/2021

Date	Check Numbers		Amount
<u>General Fund</u>			
11/1/21 - 11/30/21	2930-2948	\$	45,806.05
12/1/21 - 12/31/21	2949-2962	\$	32,459.39
			<hr/>
		\$	78,265.44
<u>Capital Reserves Fund</u>			
11/1/21 - 11/30/21	36-37	\$	37,760.00
12/1/21 - 12/31/21	38-39	\$	19,840.00
			<hr/>
		\$	57,600.00
<u>Utilities and Autopayments</u>			
November 1, 2021	Clay Electric	\$	1,590.00
November 30, 2021	Clay Electric	\$	1,369.00
November 16, 2021	Waste Management	\$	595.35
November 16, 2021	SafeTouch	\$	88.05
November 26, 2021	Comcast	\$	306.00
November 30, 2021	Clay County Utilities	\$	2,421.34
December 14, 2021	Waste Management	\$	595.35
December 16, 2021	SafeTouch	\$	88.05
December 27, 2021	Comcast	\$	306.00
December 29, 2021	Clay Electric	\$	1,426.00
December 31, 2021	Clay County Utilities	\$	2,404.14
			<hr/>
TOTAL UTILITIES PAID ONLINE OR AUTOPAY			\$ 11,189.28
			<hr/>
			\$ 147,054.72

*Fedex invoices available upon request.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/09/21	00152	10/18/21 7940813	202110 330-57200-46000	QTRLY PEST CONTROL	*	98.70	
				TURNER PEST CONTROL			98.70 002938
11/19/21	00003	11/01/21 222	202111 310-51300-34000	NOV MANAGEMENT FEES	*	3,875.42	
		11/01/21 222	202111 310-51300-49100	NOV WEBSITE ADMIN	*	100.00	
		11/01/21 222	202111 310-51300-35100	NOV INFORMATION TECH	*	100.00	
		11/01/21 222	202111 310-51300-31300	NOV DISSEM AGENT SRVS	*	416.67	
		11/01/21 222	202111 310-51300-51000	OFFICE SUPPLIES	*	.48	
		11/01/21 222	202111 310-51300-42000	POSTAGE	*	8.48	
		11/01/21 222	202111 310-51300-42500	COPIES	*	4.50	
				GOVERNMENTAL MANAGEMENT SERVICES			4,505.55 002939
11/19/21	00054	9/01/21 13129560	202109 330-57200-46500	SEPT POOL CHEMICALS	*	1,025.52	
				POOLSURE			1,025.52 002940
11/19/21	00183	8/26/21 7527108	202108 320-53800-46200	PLAYGROUND MULCH	*	3,960.26	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			3,960.26 002941
11/19/21	00107	11/05/21 SSI10335	202110 330-57200-34500	OCT ADMIN FEE	*	40.00	
		11/05/21 SSI10335	202110 330-57200-34500	OCT EMPL SCHEDULING	*	25.00	
				CLAY COUNTY SHERIFF'S OFFICE			65.00 002942
11/19/21	00069	10/30/21 330914	202111 310-51300-48000	NOTICE OF MEETING 11/4/21	*	46.00	
		10/30/21 330915	202111 310-51300-48000	NOTICE OF MEETING 11/4/21	*	151.00	
				OSTEEN MEDIA GROUP - CLAY TODAY			197.00 002943
11/19/21	00089	11/01/21 INV10950	202111 320-53800-46200	NOV LANDSCAPE MAINTENANCE	*	7,160.00	
				DOWN TO EARTH			7,160.00 002944
11/19/21	00106	10/08/21 10082021	202109 330-57200-34500	9/11/21 SECURITY	*	120.00	

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		10/08/21	10082021 202109 330-57200-34500 9/25/21 SECURITY		*	120.00	
		11/22/21	11222021 202110 330-57200-34500 10/9/21 SECURITY		*	120.00	
		11/22/21	11222021 202110 330-57200-34500 10/23/21 SECURITY		*	120.00	
				MATTHEW EDMONSON			480.00 002945
11/19/21	00176	11/01/21	NOVEMBER 202111 330-57200-34500 11/27/21 SECURITY		*	120.00	
				MICHAEL LAYNE			120.00 002946
11/19/21	00073	11/01/21	395 202111 330-57200-46200 NOV JANITORIAL SERVICES		*	677.25	
		11/01/21	395 202111 330-57200-46400 NOV POOL MAINT SRVS		*	1,041.67	
		11/01/21	395 202111 330-57200-34000 NOV CONTRACT ADMIN		*	1,865.67	
		11/01/21	395 202111 330-57200-34100 NOV FAC MANAGEMENT		*	4,773.08	
		11/11/21	397 202110 330-57200-46201 OCT JANITORIAL SUPPLUES		*	117.18	
		11/11/21	397 202110 330-57200-46000 OCT FAC MAINTENANCE		*	2,452.62	
		11/11/21	397 202110 330-57200-46100 OCT REPAIRS & REPLACE		*	1,950.63	
		11/16/21	398 202111 320-53800-46000 NOV PRESSURE WASHING		*	163.00	
				RIVERSIDE MANAGEMENT SERVICES INC			13,041.10 002947
11/19/21	00076	11/01/21	615040 202111 320-53800-46400 NOV LAKE MAINTENANCE		*	770.00	
				THE LAKE DOCTORS INC			770.00 002948
12/07/21	00168	12/07/21	12072021 202112 330-57200-60100 12/11 EVENT SANTA		*	620.00	
				KEVIN M. MASON			620.00 002949
12/07/21	00054	12/01/21	13129560 202112 330-57200-46500 DECEMBER POOL CHEMICALS		*	1,122.17	
				POOLSURE			1,122.17 002950
12/16/21	00184	12/13/21	134822 202112 330-57200-46100 POOL BLDG TRUSS REPAIRS		*	1,480.00	
				ALLWEATHER CONTRACTORS			1,480.00 002951
				PRP --PINERIDGE-- BPEREGRINO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/16/21	00069	11/23/21 331778	202111 310-51300-48000		*	46.00	
			NOTICE OF MEETING 12/02				
				OSTEEN MEDIA GROUP - CLAY TODAY			46.00 002952
12/16/21	00089	11/30/21 INV11245	202111 320-53800-46200		*	93.48	
			NOV SRV CALL-BRKN PIPE				
		12/01/21 INV11166	202112 320-53800-46200		*	7,159.99	
			DEC LANDSCAPE MAINTENANCE				
		12/08/21 INV11297	202111 320-53800-46200		*	338.77	
			NOV SRV-RPR BRKN IRRIG HD				
				DOWN TO EARTH			7,592.24 002953
12/16/21	00003	12/01/21 223	202112 310-51300-34000		*	3,875.42	
			DEC MANAGEMENT FEES				
		12/01/21 223	202112 310-51300-49100		*	100.00	
			DEC WEBSITE ADMIN				
		12/01/21 223	202112 310-51300-35100		*	100.00	
			DEC INFORMATION TECH				
		12/01/21 223	202112 310-51300-31300		*	416.67	
			DEC DISSEM AGENT SERVICES				
		12/01/21 223	202112 310-51300-51000		*	6.43	
			OFFICE SUPPLIES				
		12/01/21 223	202112 310-51300-42000		*	26.20	
			POSTAGE				
		12/01/21 223	202112 310-51300-42500		*	162.75	
			COPIES				
		12/01/21 223	202112 310-51300-41000		*	70.45	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,757.92 002954
12/16/21	00073	12/01/21 399	202112 330-57200-46200		*	677.25	
			DEC JANITORIAL SERVICES				
		12/01/21 399	202112 330-57200-46400		*	1,041.67	
			DEC POOL MAINTENANCE				
		12/01/21 399	202112 330-57200-34000		*	1,865.67	
			DEC CONTRACT ADMIN				
		12/01/21 399	202112 330-57200-34100		*	4,773.08	
			DEC FACILITY MANAGEMENT				
		12/14/21 401	202112 330-57200-60100		*	1,384.46	
			CHRISTMAS EVENT 12/11/21				
				RIVERSIDE MANAGEMENT SERVICES INC			9,742.13 002955
12/16/21	00002	9/30/21 I0337369	202108 310-51300-48000		*	98.73	
			NOTICE OF MEETING 8/26				
				THE FLORIDA TIMES-UNION			98.73 002956

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/16/21	00076	12/01/21 621201	202112 320-53800-46400	DEC LAKE MAINTENANCE	*	770.00	
				THE LAKE DOCTORS INC			770.00 002957
12/28/21	00089	12/15/21 INV11335	202111 320-53800-46200	NOV IRRIGATION REPAIRS	*	297.05	
				DOWN TO EARTH			297.05 002958
12/28/21	00016	12/15/21 21767	202112 310-51300-31200	ARBIT SE2020 FYE 8/3/21	*	600.00	
				GRAU AND ASSOCIATES			600.00 002959
12/28/21	00176	10/01/21 10012021	202110 330-57200-34500	10/01/21 SECURITY	*	120.00	
		10/01/21 10012021	202110 330-57200-34500	10/16/21 SECURITY	*	120.00	
		10/01/21 10012021	202110 330-57200-34500	10/29/21 SECURITY	*	120.00	
				MICHAEL LAYNE			360.00 002960
12/28/21	00073	12/13/21 400	202111 320-53800-46400	NOV LAKE MAINTENANCE	*	221.00	
		12/13/21 400	202111 320-53800-46000	NOV FIELD MAINTENANCE	*	560.25	
		12/13/21 400	202111 330-57200-46201	NOV JANITORIAL SUPPLIES	*	162.69	
		12/13/21 400	202111 330-57200-51000	OFFICE SUPPLIES	*	322.49	
		12/13/21 400	202111 330-57200-60200	HOLIDAY DECOR	*	262.77	
		12/13/21 400	202111 330-57200-46100	AMENITY REPAIR & MAINT	*	3,363.95	
				RIVERSIDE MANAGEMENT SERVICES INC			4,893.15 002961
12/28/21	00076	12/16/21 624315	202112 320-53800-46400	BALANCE DUE -POND12 ADD.	*	80.00	
				THE LAKE DOCTORS INC			80.00 002962
TOTAL FOR BANK A						78,265.44	
TOTAL FOR REGISTER						78,265.44	

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



September 2021
INV106369

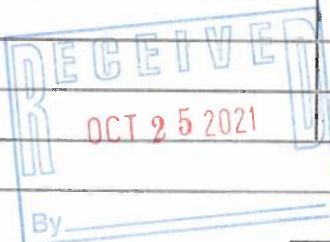
Customer
Pine Ridge CDD GMS 4200 Pine Ridge Plantation Middleburg FL 32068 pszoza@rmsnf.com (000) 509-6465

Project/Job	Invoice Date	Due Date	Terms	PO #
09/17/21 Irrigation Repair	9/27/2021	10/27/2021	Net 30	

Item	Qty	Rate	Amount
Scope of Work Replaced a 2" valve that was stuck in the open position located in zone nine that runs along the exit side of the second entrance. Had to field locate the valve in the shrubs			

Irrigation Repairs			
DBYR Waterproof Connectors - Each	2	\$2.50	\$5.00
Irrigation Labor - Hours	4	\$58.50	\$234.00
Valve - 2" PGA - Each	1	\$115.00	\$115.00
Sub Total			\$354.00

B. Hupl 9.27.21
~~IRRIGATION REPAIRS~~ LANDSCAPE MAINT.
 001.320.53800.46200 89A



Subtotal	\$354.00
Payments/Credits	\$0.00
Balance Due	\$354.00

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.



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



October 2021
INV108354

Customer

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

Project/Job	Invoice Date	Due Date	Terms	PO #
10/05/21 Irrigation Repair	10/15/2021	11/14/2021	Net 30	

Item	Qty	Rate	Amount
Scope of Work Locate and repair 2" valve suction - #2 on Pine Ridge Ave timer			

Irrigation Repairs			
2" Lateral Line Fitting - Each	6	\$4.50	\$27.00
DBYR Waterproof Connectors - Each	2	\$2.50	\$5.00
Irrigation Labor - Hours	4	\$58.50	\$234.00
Valve - 2" PGA - Each	1	\$115.00	\$115.00
Sub Total			\$381.00

B. Stept 10-20-21
~~Irrigation Repairs~~
 LANDSCAPE MAINT. 89A
 001.320.53800.46200

Subtotal	\$381.00
Payments/Credits	\$0.00
Balance Due	\$381.00

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.



Pineridge Community Development District
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092



October 11, 2021
Project No: 21234.00000
Invoice No: 0199942

Project 21234.00000 Pineridge CDD - Master Infrastructure Improvements (Amenity Center Enhancement) Pool Addition (WA#23)

Professional Services rendered through September 30, 2021

Task Lump Sum Services **1,310,513.31**
8A

Task	Contract Amount	Percent Complete	Earned To Date	Previously Billed	Current Billed
1.Topographic Survey Update	4,800.00	0.00	0.00	0.00	0.00
2.Clay County DRC	3,500.00	0.00	0.00	0.00	0.00
3.Construction Documents	26,100.00	5.00	1,305.00	0.00	1,305.00
4. Regulatory Permitting					
1.Clay County DRC Engineering Review	3,500.00	0.00	0.00	0.00	0.00
2.CCUA Water & Sewer Review	3,000.00	0.00	0.00	0.00	0.00
3.SJRWMD ERM Permit Mod/Enviro. Sub inc.	5,000.00	0.00	0.00	0.00	0.00
5.Landscape & Irrigation Design	7,500.00	0.00	0.00	0.00	0.00
Total Fee	53,400.00		1,305.00	0.00	1,305.00
Total Fee				1,305.00	
Total this Task				\$1,305.00	

Task	06	Expenses	Current	Prior	To-Date
Total Billings			0.00	0.00	0.00
Contract Limit					5,000.00
Remaining					5,000.00
Total this Task					0.00

Invoice Total this Period **\$1,305.00**

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

Invoice



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

BILL TO

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

SHIP TO

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

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
25366	07/12/2021	\$132.00	07/27/2021	Net 15	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
07/10/2021	PARTS Jul 10, 2021: Parts for Repair: Case of gym wipes (4 rolls) SERVICE REQUEST 30984 - DELIVER CASE OF WIPES	4	132.00

BALANCE DUE

\$132.00

Bkpt 10-25-21
FACILITY MAINT
001.330.57200.46000

39A



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

Invoice



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

BILL TO

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

SHIP TO

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

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
26062	10/20/2021	\$170.00	11/04/2021	Net 15	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	PRODUCT/SERVICE	QTY	AMOUNT
10/11/2021	PM Oct 11, 2021: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - 1. Updated equipment list in equipment. 2. Replaced 2 medium snap hooks on paramount lat pull/ seated row please add to service bill. 3. All units test correct. SERVICE REQUEST 31633 - OCTOBER FITNESS CENTER PREVENTATIVE MAINTENANCE	1	150.00
10/20/2021	PARTS Oct 20, 2021: Parts for Repair: Snap Hooks	2	20.00

BALANCE DUE

\$170.00

B. Hight 10-25-21
Facility MAINT.
001.330.57200.46000

39 A



Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

September 17, 2021

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

Bill Number 125613
Billed through 08/31/2021

5A
1,310,513,315

General Counsel/Monthly Meeting
PRIDGE 00001 WSH



FOR PROFESSIONAL SERVICES RENDERED

08/06/21	WSH	Review proposed agenda.	0.30 hrs
08/11/21	WSH	Confer with auditor regarding update.	0.20 hrs
08/23/21	WSH	Prepare for special meeting.	0.30 hrs
08/24/21	WSH	Prepare for and participate in Board meeting; confer with Giles regarding CCUA easement.	0.60 hrs
08/25/21	JLG	Draft recessed lighting replacement agreement with Beacon Electrical.	0.90 hrs
08/26/21	WSH	Review and revise agreement for light repair.	0.20 hrs
Total fees for this matter			\$528.50

DISBURSEMENTS

Travel	339.04
Travel - Meals	6.00
Total disbursements for this matter	\$345.04

MATTER SUMMARY

Gillis, Jennifer L. - Paralegal	0.90 hrs	125 /hr	\$112.50
Haber, Wesley S.	1.60 hrs	260 /hr	\$416.00

TOTAL FEES	\$528.50
TOTAL DISBURSEMENTS	\$345.04

TOTAL CHARGES FOR THIS MATTER **\$873.54**

BILLING SUMMARY

Gillis, Jennifer L. - Paralegal	0.90 hrs	125 /hr	\$112.50
Haber, Wesley S.	1.60 hrs	260 /hr	\$416.00

=====

TOTAL FEES	\$528.50
TOTAL DISBURSEMENTS	\$345.04
TOTAL CHARGES FOR THIS BILL	\$873.54

Please include the bill number with your payment.

**Service Invoice****Howard Services, Inc.**

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

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
 4200 Pineridge Pkwy
 Middleburg, FL 32068

Pineridge Plantation Community
 4200 Pineridge Pkwy
 Middleburg, FL 32068

109A

1.330.57200.46100 pump repairs

12930

8/11/2021

S-11757 A

09/10/2021

Amount Paid

Call Slip Number

Invoice Date

Invoice Number

Due Date

Contractor's License #

12930

8/11/2021

S-11757 A

09/10/2021

CAC 023502

Brand Model
 CARR 40RM-008
 Location: Cahu 3

Serial #
 0209U00304

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.

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

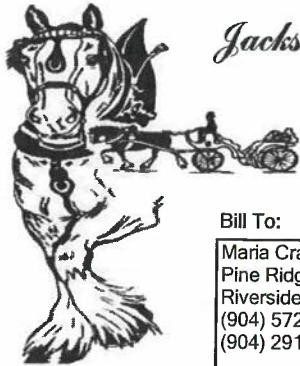
Qty	Material
(1)	Blower Motor
(1)	Pulley
(1)	AX 39 Belt
(1)	Blower Motor
(1)	Sheave 4.5"OD 7/8 Hub
(0)	returning motor @ 431.92
(1)	AC38 Belt

**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.



Jacksonville Carriage Co LLC

12558 Old Kings Rd
Jacksonville, FL 32219
(904) 766-3933
www.JaxCarriage.Com

Invoice

Number: 20212401 A 93A

Date: 1/8/2021

Bill To:

Maria Cranford
Pine Ridge Plantation Amenity Manager
Riverside Management Services, Inc.
(904) 572-8107 c
(904) 291-8878 w

Event Location:

Pine Ridge Plantation
4200 Pine Ridge Parkway
Middleburg, FL, 32068

1,300.155.100
Spec Event

Customer Email	Terms	Sales Rep
prmgr@riversidemgtsvc.com		Bieni Boyce

Date	Service ID	Description	Quantity	Price	Amount
12/11/2021	HayRides	Horse-drawn Haywagon Rides			
	Time	5:00pm - 8:00pm			
	Deposit	Please remit a Non-Refundable deposit to reserve us. Bad weather rescheduling must be done by 12/10/2021 or balance is due. ✓		\$650.00	\$650.00
	Balance	Balance due on arrival.		\$650.00	\$650.00

Jacksonville Carriage Co follows recommended guidelines for COVID-19. We will not cancel our services for the event unless it is legally prohibited. We reserve the time slot exclusively for your event and your non-refundable deposit is to hold this time for you. Please consider this when planning your event.

Please review this invoice to ensure it accurately reflects our agreement.
Add 4% for payments by credit card.

Total

\$1,300.00

5650.00

WARNING

Under Florida law, an equine activity sponsor or equine professional is not liable for an injury to, or the death of, a participant in equine activities resulting from the inherent risks of equine activities.



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

Invoice

Date 11/1/2021

Invoice # 131295603095

Terms	Net 20
Due Date	11/21/2021
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	966.47
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<i>Bkpt 10-25-21</i> <i>Pool Chemicals</i> <i>001.330.57200.46500</i> <i>541A</i>				

Total 1,025.52
Amount Due \$1,025.52



Remittance Slip

Customer
13GMS100
Invoice #
131295603095

Amount Due \$1,025.52

Amount Paid _____

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



131295603095

PINE RIDGE PLANTATION - GF 73 RIVERSIDE MANAGEMENT SERVICES 11/09/2021
VENDOR NUMBER/NAME: 002937
INV DATE INV# AMOUNT DISCOUNT NET SEPT LAKE MAINT
20211015 394 4,515.02
20211101 396 1,990.35 HALLOWEEN EVENT 10/31/21

TOTAL \$6,505.37

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

Invoice

Invoice #: 394
Invoice Date: 10/15/2021
Due Date: 10/15/2021
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
Facility Maintenance September 1 - September 30, 2021		3,877.76	3,877.76
Maintenance Supplies		637.26	637.26

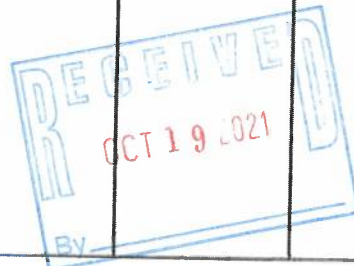
QB Suppl 10-19-21
LAKE MAINT. - \$612.50
001.320.53800.46400

Facility MAINT. - \$1950.51
001.330.57200.46000

Repairs & Replacements - \$1627.37
001.330.57200.46100

Janitorial Supplies - \$223.32
001.330.57200.46201

Office Supplies - \$101.32
001.330.57200.51000



Total	\$4,515.02
Payments/Credits	\$0.00
Balance Due	\$4,515.02

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/27/21	6.5	B.H.	Pressure washed sidewalk
9/1/21	4	L.F.	Tightened all loose toilet seats, blew leaves and debris off pool deck, adjusted angle of security cameras, inspected fitness equipment, removed balloon from ceiling in breezeway, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
9/1/21	6.5	B.H.	Pressure washed pool area
9/2/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
9/2/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
9/5/21	2	B.M.	Emergency Call Out - Reset motor that tripped, checked and adjusted chemicals, removed debris from pool
9/8/21	8	L.F.	Finished restoring tops of playground, straightened and organized pool furniture, checked and changed all trash receptacles and dog pots, blew leaves and debris off pool deck, removed debris from amenity center, pool, common areas, playground and roadways,
9/10/21	6	B.H.	Pressure washed pool area
9/12/21	2	B.M.	Emergency Call Out - Reset motor that tripped, checked and adjusted chemicals, removed debris from pool
9/13/21	2	L.F.	Checked and changed all trash receptacles and dog pots, removed debris from amenity center, pool, common areas, playground and roadways
9/14/21	2.5	R.W.	Removed debris and inspected all lakes and outfall structures
9/14/21	3	D.J.	Removed debris and inspected all lakes and outfall structures
9/16/21	8	L.F.	Cleaned dirt and debris from curbing
9/16/21	8	B.M.	Cleaned dirt and debris from curbing, removed debris from common areas
9/17/21	6.5	B.H.	Pressure washed pool area
9/20/21	7	L.F.	Prepped and primed front entrance gate, removed cobwebs, put out yard sale signs, picked up supplies
9/21/21	8	L.F.	Painted front entrance gate, shoveled dirt out of curbing areas, picked up supplies, removed debris from roadways
9/21/21	8	B.M.	Painted gate, cleaned curb of dirt and debris, reset pool motor that was tripped off, removed debris from pool, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
9/24/21	6.5	B.H.	Pressure washed pool area
9/26/21	1	B.M.	Emergency Call Out - Reset motor that tripped, checked and adjusted chemicals, removed debris from pool, adjusted water level
9/30/21	3	R.W.	Removed debris and inspected all lakes and outfall structures
9/30/21	3	D.J.	Removed debris and inspected all lakes and outfall structures

TOTAL 107.5

MILES 259

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

Period Ending 10/05/21


DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR PINE RIDGE				
	9/10/21	13 Gallon Trash Bags	22.24	M.C.
	9/10/21	Clorox Toilet Bowl Cleaner	11.12	M.C.
	9/20/21	Aluminum Primer	12.63	L.F.
	9/20/21	Gloss Black Paint	12.63	L.F.
	9/20/21	Short Cut Brush (2)	13.50	L.F.
	9/20/21	Foam Roller Cover 2pk	8.41	L.F.
	9/29/21	Toilet Paper 18 rolls (2)	57.43	F.S.
	9/29/21	Airwick 5pk (2)	24.08	F.S.
	10/1/21	AA Batteries 36pk	19.53	L.F.
	10/1/21	42 Gallon Trash Bags 50cl	36.19	L.F.
	10/1/21	Paper Towels 12rolls	32.17	L.F.
	10/4/21	Mini Roller Tray (4)	9.11	L.F.
	10/4/21	Short Cut Brush (2)	13.50	L.F.
	10/4/21	Foam Roller Cover 5pk	11.48	L.F.
	10/4/21	Hunter Green Paint	40.23	L.F.
	10/5/21	13W Light Bulbs (4)	27.46	L.F.
	10/5/21	Behr Paint 116oz (2)	87.35	L.F.
	10/6/21	Gym Wipes 4 rolls of 800	98.89	M.C.
	10/6/21	Multi Color Highlighters	23.48	M.C.
	10/6/21	Copy Paper 8 Reams	33.37	M.C.
	10/6/21	Ink Cartridge - Black, Cyan, Magenta, Yellow	44.47	M.C.
		TOTAL	\$637.26	

Riverside Management Services, Inc

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

Invoice**Invoice #:** 396**Invoice Date:** 11/1/2021**Due Date:** 11/1/2021**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Halloween Event - 10/30/21 Special Event 1.330.57200.60100 73A		1,990.35	1,990.35
			
Total			\$1,990.35
Payments/Credits			\$0.00
Balance Due			\$1,990.35

11/1/21
[Signature]

Pine Ridge Plantation

Halloween Event 2021

10/30/21

GL#330-572-601

Total Expenses	Actual
District Checks	\$1,990.35
TOTAL EXPENSES DUE	\$0.00
	\$1,990.35

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

Entertainment/Arts & Crafts	Actual
(Gifts/supplies, etc.)	
black plastic sheeting	\$305.30
Halloween décor	\$46.85
spider web	\$57.80
strobe lights	\$182.48
visa gift cards for winners	\$797.64
Totals	\$1,390.07

Food/Beverages/Supplies	Actual
candy for goodie bags and trunk or treat	\$600.28
Totals	\$600.28

DISTRICT CHECK	AMOUNT
Payable To:	
Totals	\$0.00



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1409 • 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: 7940813
DATE: 10/18/2021
ORDER: 7940813

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
10/18/2021	03:34 PM	GHP		03:34 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	10/18/2021		03:57 PM

Service	Description	Price
CPCQ	Commercial Pest Control - Quarterly Service	\$98.70
		SUBTOTAL \$98.70
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$98.70
		AMOUNT DUE \$98.70

152A
B. H. 10-25-21
Pest Control Facility Maint
001.330.57200.46000

RECEIVED
OCT 25 2021

TECHNICIAN 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.

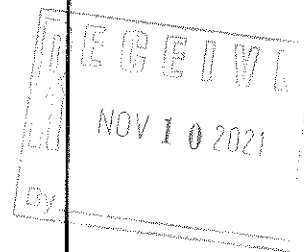
Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 222**Invoice Date:** 11/1/21**Due Date:** 11/1/21**Case:****P.O. Number:****Bill To:**

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

Description	3A	Hours/Qty	Rate	Amount
Management Fees - November 2021	1.310.573.340		3,875.42	3,875.42
Website Administration - November 2021	1.310.573.491		100.00	100.00
Information Technology - November 2021	1.310.573.357		100.00	100.00
Dissemination Agent Services - November 2021	1.310.573.313		416.67	416.67
Office Supplies	1.310.573.510		0.48	0.48
Postage	1.310.573.420		8.48	8.48
Copies	1.310.573.42500		4.50	4.50
Total				\$4,505.55
Payments/Credits				\$0.00
Balance Due				\$4,505.55





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

Invoice

Date

9/1/2021

Invoice #

131295601753

Terms	Net 20
Due Date	9/21/2021
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	966.47
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p><i>B. Hapth 11-18-21</i> <i>Pool Chemicals</i> <i>1,330.572,465</i> <i>54A</i></p>				

A prepayment discount of 5% is available if the entire amount for 2022 is paid by December 31st, 2021. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

Total 1,025.52
Amount Due \$1,025.52

Remittance Slip

Customer
13GMS100
Invoice #
131295601753

Amount Due \$1,025.52

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295601753

BrightView

Landscape Services

INVOICE

Sold To: 22745513
Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg FL 32068

Customer #: 22745513
Invoice #: 7527108
Invoice Date: 8/26/2021
Sales Order: 7595536
Cust PO #:

Project Name: Pine Ridge: Playground Mulch
Project Description: Playground Mulch

Job Number	Description	Qty	UM	Unit Price	Amount
346100000	Misc-BVLS S. Jacksonville Playground Mulch - Installed	66.000	CY	60.00	3,960.26
	183A				
	1.320.53800		46200		
Total Invoice Amount					3,960.26
Taxable Amount					
Tax Amount					
Balance Due					3,960.26

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 22745513
Invoice #: 7527108
Invoice Date: 8/26/2021

Amount Due: \$ 3,960.26

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg FL 32068

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



August 26, 2021

Page 1 of 2

Proposal for Extra Work at Pine Ridge: Playground Mulch

Property Name Pine Ridge: Playground Mulch
Property Address 4200 Pine Ridge Pkwy
Jacksonville, FL 32068

Contact Thomas Chewning
To BVLS South Jacksonville
Billing Address BrightView Landscape Services, Inc.
Location # 34610 11530 Davis Creek
Court
Jacksonville, FL 32256

Project Name Pine Ridge: Playground Mulch
Project Description Playground Mulch

Scope of Work

QTY	UoM/Size	Material/Description
66.00	CUBIC YARD	Playground Mulch - Installed

For internal use only

SO# 7595536
JOB# 346100000
Service Line 130

Total Price \$3,960.26

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God as defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of \$150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of viable tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.
16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balances 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Operations Manager

Signature

Title

Thomas Chewning

August 26, 2021

Printed Name

Date

BrightView Landscape Services, Inc. "BrightView"

Enhancement Manager

Signature

Title

James Chadwick Knight

August 26, 2021

Printed Name

Date

Job #: 346100000

Proposed Price: \$3,960.26

SO #: 7595536

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades and when applicable in tree management. The workforce shall be competent and qualified and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automobile Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God as defined as those caused by windstorm, frost, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all issues to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Owner/Client and the Contractor respectively bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.
14. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of \$150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick lined trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible for damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.
16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorney's fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer



Operations Manager

Thomas Chawming

August 13, 2021

Printed Name

Date

BrightView Landscape Services, Inc. "BrightView"

Enhancement Manager

Signature

Date

James Chadwick Knight

August 13, 2021

Printed Name

Date

Job #: 346100000

Proposed Price: \$3,960.26

SO #: 7595536



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

Invoice Number: SSI10335
Invoice Date: 11/5/2021

Page: 1

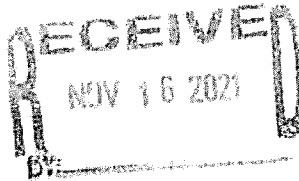
Attn: Fiscal - Accounts Receivable

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 11/20/2021
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 11/5/2021
Our Order No
SalesPerson

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

1.330.572.345
107A

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

**CLAY
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200**Recorder**
Not your average newspaper and your average reader1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082
Phone: (904) 285-8831

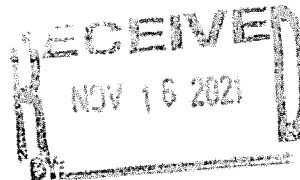
Advertising Invoice

PINE RIDGE PLANTATION C/O GMS
475 W TOWN PL # 114
SAINT AUGUSTINE, FL 32092**Cust#:502790**
Ad#:330914
Phone#:904-001-0001
Date:10/30/2021**Salesperson: Clay Legals****Classification: Legal Notice****Ad Size: 1.0 x 4.60****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	11/04/2021	11/04/2021	1	46.00	46.00

Payment Information:

Date:	Order#	Type
10/30/2021	330914	BILLED ACCOUNT

Total Amount: 46.00**Tax: 0.00****Amount Due: 46.00****Attention: Requests for credits or refunds for early cancellations must be made within 90 days.****Ad Copy**69A
1-310.513.480

PUBLISHER AFFIDAVIT
CLAY TODAY
 Published Weekly
 Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

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

NOTICE OF MEETING

in the matter of

NOV MEETING

LEGAL: 48682 ORDER: 330914

was published in said newspaper in the issues:

11/04/2021

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 Meeting
Pine Ridge Plantation
 Community Development District

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held on Tuesday, November 16, 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 contacting the District Office.

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

Marilee Giles
 District Manager

**Legal 48682 published Nov 4, 2021
 in Clay County's Clay Today
 newspaper**

Sworn to me and subscribed before me 11/04/2021

Christie Lou Wayne
 NOTARY PUBLIC, STATE OF FLORIDA



CHRISTIE LOU WAYNE
 MY COMMISSION # HH34426
 EXPIRES: September 20, 2024

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

**CLAY
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200**Recorder**
Not your average newspaper, not your average media1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082
Phone: (904) 285-8831

Advertising Invoice

PINE RIDGE PLANTATION C/O GMS
475 W TOWN PL # 114
SAINT AUGUSTINE, FL 32092Cust#:502790
Ad#:330915
Phone#:904-001-0001
Date:10/30/2021

Salesperson: Clay Legals

Classification: Bid Notices

Ad Size: 1.0 x 15.10

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	11/04/2021	11/04/2021	1	151.00	151.00

Payment Information:

Date:	Order#	Type
10/30/2021	330915	BILLED ACCOUNT

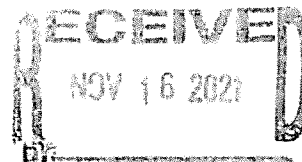
Total Amount: 151.00

Tax: 0.00

Amount Due: 151.00

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

Ad Copy

1,310,513.480
69A

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

REQUEST FOR PROPOSALS

in the matter of

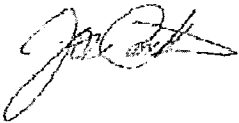
RECREATION FACILITY EXPANSION

LEGAL: 48683 ORDER: 330915

was published in said newspaper in the issues:

11/04/2021

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.



Sworn to me and subscribed before me 11/04/2021

Christie Lou Wayne
 NOTARY PUBLIC, STATE OF FLORIDA
 CHRISTIE LOU WAYNE
 MY COMMISSION # HH34426
 EXPIRES: September 20, 2024

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

**REQUEST FOR
 PROPOSAL FOR
 RECREATION FACILITY
 EXPANSION PROJECT
 PINE RIDGE PLANTATION
 COMMUNITY-DEVELOPMENT
 DISTRICT**

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

**RECREATION FACILITY
 EXPANSION PROJECT**

The contract will require contractors to provide for the construction, labor, materials, and equipment necessary to construct improvements for a fitness center expansion, splash pad, lap pool, basketball court, tennis court, pickle ball court, 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 November 4, 2021 at 3:00 p.m. Please contact Basham & Lucas Design Group, Inc. ("Project Architect"), 7645 Gate Parkway, Suite 201, Jacksonville, Florida 32256 (904) 731-2323, Michael@bashamlucas.com, for instructions on how to obtain the Project Manual. No partial Project Manual or plans will be available.

There will be a pre-bid proposal conference at England-Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida 32258, on November 11, 2021 at 3:00 p.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 \$10,000.00. 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 1:00 p.m. on December 9, 2021, at the offices of England-Thims & Miller, 14775 Old St. Augustine Road, Jacksonville, Florida 32258. The Project Architect 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 Project Architect, at Basham & Lucas Design Group, Inc., 7645 Gate Parkway, Suite 201, Jacksonville, Florida 32256, or Michael@bashamlucas.com. 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 Basham & Lucas Design Group, Inc., 7645 Gate Parkway, Suite 201, Jacksonville, Florida 32256, or Michael@bashamlucas.com. No phone inquiries please.

Legal 48683 published Nov 4, 2021 in Clay County's Clay Today newspaper

CLAY TODAY

Clay Today • Clay Leader • Oakleaf • Keystone Herald
1-904-264-3200

Billing Period		Advertiser/Client	
10/01/2021-10/31/2021		PINE RIDGE PLANTATION C/O GMS	
Billing Date	Account #	Invoice #	
10/31/2021	502790	398534	
Total Amount Due	*Unapplied Amount	Payment Due By	Sales Rep
\$152.00	\$ 0.00	Upon Receipt	CT LEGALS
Customer Type	Current Period	30 Days	60 Days
Display	\$46.00	\$0.00	\$0.00
			90+ Days
			\$106.00

PINE RIDGE PLANTATION C/O GMS
475 W TOWN PL # 114
ST AUGUSTINE FL 32092-3649

Remit to
Osteen Media Group
3513 US Hwy 17
Fleming Island, FL 32003

Amount Paid: \$ _____

Check# : _____

Amount to Pay: \$152.00

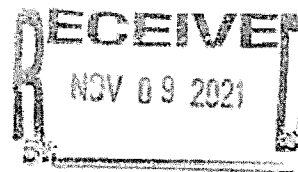
PLEASE RETURN UPPER PORTION WITH YOUR REMITTANCE

Date	Ad#-Trans #	Description	PO Number	Times	Size/Charge	Amount
------	-------------	-------------	-----------	-------	-------------	--------

		BALANCE FORWARD				\$152.00
10/07	329875	NOTICE OF MEETING	PINE RIDGE	48544		\$46.00
10/29		PAYMENT	2926			(\$46.00)

1,310,513,480

69A



CLAY TODAY

Clay Today • Clay Leader • Oakleaf • Keystone Herald
1-904-264-3200

RETURNED CHECKS WILL BE CHARGED A \$25 NSF FEE

Billing Period		Advertiser/Client	
10/01/2021-10/31/2021		PINE RIDGE PLANTATION C/O GMS	
Billing Date	Account #	Invoice #	
10/31/2021	502790	398534	
Total Amount Due	*Unapplied Amount	Payment Due By	Sales Rep
\$152.00	\$ 0.00	Upon Receipt	CT LEGALS
Customer Type	Current Period	30 Days	60 Days
Display	\$46.00	\$0.00	\$0.00
			90+ Days
			\$106.00

*UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

1.5% SERVICE CHARGE IS APPLIED TO BALANCE FORWARD

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



November 2021
INV109502

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

Project/Job	Invoice Date	Due Date	Terms	Proj #
Pine Ridge CDD RENEWAL	11/01/2021	12/01/2021	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.

B. Heph 11-3-21
LANDSCAPE MAINT.
001.320.53800.46200

89A

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

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:10/08/2021

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

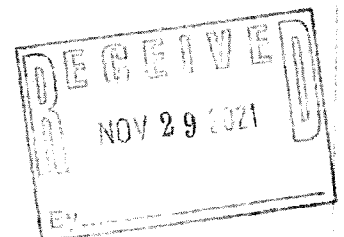
FOR:
prmgr@riversidemgtsvc.com

106A

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09-11-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
09-25-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
	<i>B. H. L. 11-19-21</i>				
	<i>SECURITY</i>				
	<i>001.330.57200.34500</i>				
DEPUTY SIGNATURE:	TOTAL				\$240.00

Make all checks payable to Matthew Edmonson

Thank you for your business!



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

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:11/22/2021

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

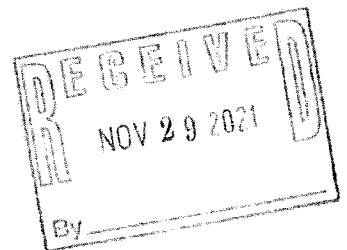
FOR:
prmgr@riversidemgtsvc.com

106A

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10-09-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
10-23-2021	Neighborhood Pool and Clubhouse patrol and security	1900-2300	4	\$30.00	\$120.00
	<i>BH 11-19-21</i>				
	<i>Security</i>				
	<i>001.330.57200.34500</i>				
DEPUTY SIGNATURE:	TOTAL				\$240.00

Make all checks payable to Matthew Edmonson

Thank you for your business!



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

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: NOVEMBER 2021

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

FOR:
prmgr@riversidemgtsvc.com
bstephens@riversidemgtsvc.com

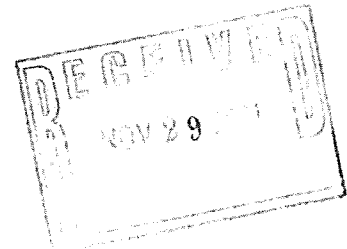
DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
11/27/21	Amenities center and neighborhood patrol	1830	2230	30.00	120.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		4.0	\$30.00	\$120.00

Make all checks payable to Michael Layne

Thank you for your business!

176A

B. Stephens 11-29-21
Security
001.330.57200.34500



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

Invoice

Invoice #: 395
Invoice Date: 11/1/2021
Due Date: 11/1/2021
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 - November 2021 - 1.330.57200.46200		677.25	677.25
Pool Maintenance Services - November 2021 - 1.330.57200.46400		1,041.67	1,041.67
Contract Administration - November 2021 - 1.330.57200.34000		1,865.67	1,865.67
Facility Management - Pine Ridge Plantation - November 2021 - 1.330.57200.34100		4,773.08	4,773.08
73A			
Total			\$8,357.67
Payments/Credits			\$0.00
Balance Due			\$8,357.67

RWW
11.3.21

Riverside Management Services, Inc
9656 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 397
Invoice Date: 11/11/2021
Due Date: 11/11/2021
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 Maintenance October 1 - October 31, 2021		4,097.86	4,097.86
Maintenance Supplies		422.57	422.57
<i>Bklyn 11-15-21</i>			
<i>Sanitorial Supplies - \$117.18</i>			
<i>001.330.57200.46201</i>			
<i>Facility Maint. - \$2452.62</i>			
<i>001.330.57200.46000</i>			
<i>Repairs + Replace - \$1950.63</i>			
<i>001.330.57200.46100</i>			

Total \$4,520.43

Payments/Credits \$0.00

Balance Due \$4,520.43

11-22-21
GO

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/15/21	4	L.F.	Light inspection, straightened and organized pool and patio furniture, blew leaves and debris off pool deck, breezeway and walkways, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
10/1/21	5	L.F.	Inspected playground, picked up supplies, straightened and organized pool furniture, blew leaves and debris off pool deck, breezeway and walkways, checked and changed all trash receptacles and dog pots, removed debris from amenity center, pool, common areas, playground and roadways
10/3/21	2	B.M.	Emergency Call Out - Checked chemicals, adjusted water levels, cleaned gutters, removed debris from pool
10/4/21	6	L.F.	Light inspection, picked up supplies, painted playground, straightened and organized pool furniture, removed cobwebs on the amenity center, blew leaves and debris off pool deck, breezeway and walkways
10/5/21	8	L.F.	Changed light bulbs in bathrooms, painted picnic tables, benches and trash receptacle enclosure, picked up supplies
10/6/21	8	L.F.	Painted playground, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed trash receptacles and dog pots
10/8/21	6	B.H.	Pressure washed pool area
10/11/21	2	L.F.	Straightened pool furniture, blew leaves and debris off pool deck and breezeway, removed debris from amenity center, pool, common areas, playground and roadways
10/12/21	5	D.J.	Removed debris and inspected all lakes and outfall structures
10/13/21	2	L.F.	Straightened pool furniture, blew leaves and debris off pool deck, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
10/14/21	4	B.H.	Pressure washed pool area
10/15/21	6	L.F.	Painted playground, picked up supplies, removed debris from amenity center, pool, common areas, playground and roadways, checked, changed and restocked dog pots
10/15/21	8	D.J.	Painted playground equipment
10/18/21	6	D.J.	Continued painting playground equipment
10/20/21	8	D.J.	Shoveled dirt and sand from curb on Pine Ridge Parkway and disposed of it, blew leaves and debris off area
10/20/21	8	J.S.	Shoveled dirt from curbs and disposed of it, blew leaves and debris off curbs and street
10/20/21	7	B.H.	Pressure washed pool area
10/25/21	6.5	D.J.	Removed debris from all lakes banks and waters edge
10/27/21	2	L.F.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles
10/29/21	8	D.J.	Removed sand and dirt from curb and street near Buggy Whip

TOTAL 111.5

MILES 439

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 11/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	10/8/21	Lag Screw	3.15	L.F.
	10/8/21	Flat Washer	0.53	L.F.
	10/14/21	Emergency Lights 4pk (3)	203.52	M.C.
	10/15/21	Pelican Liner 3pk	4.91	L.F.
	10/15/21	White Foam Rollers 5pk	11.48	L.F.
	10/15/21	Short Cut Brush (2)	13.50	L.F.
	11/3/21	13 Galon Trash Bags 140ct	25.84	L.F.
	11/3/21	Toilet Paper 30 rolls	40.23	L.F.
	11/3/21	42 Galon Trash Bags 50ct	33.89	L.F.
	11/3/21	Disposable Gloves 100ct	17.22	L.F.
	11/3/21	60W Light Bulbs 4pk (6)	68.31	L.F.
		TOTAL	<u>\$422.57</u>	

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

Invoice

Invoice #: 398
Invoice Date: 11/16/2021
Due Date: 11/16/2021
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
<div>73A</div> <div>Pressure Washing Services - November 2021</div> <div>B Steps 11-18-21</div> <div>Repairs + Maint. - \$163.00</div> <div>001.320.53800.46000</div>		163.00	163.00
<div>2mm</div> <div>11.17.21</div>		Total	\$163.00
		Payments/Credits	\$0.00
		Balance Due	\$163.00

Riverside Management Services, Inc.

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

Service Detail

Bill To: Pine Ridge Plantation

Invoice Date: 11/1/21

Due Date: Upon Receipt

Amount Due: \$ 163.00

<u>Description</u>	<u>Amount</u>
<u>Pressure Cleaning of the following:</u>	
10/21/21 Pressure washed sign at Tynes and Old Jennings	\$ 163.00

TOTAL AMOUNT DUE: \$ 163.00

Should you have any questions, please contact Rich Whetsel @ (904) 759-8923
or rwhetsel@govmgtstvc.com

Remit Payment



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

Invoice #	615040
Account #	719342
Invoice Date	11/1/2021
Due Date	11/11/2021
Rep	JB

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) <i>11-1-21</i> <i>LAKE MAINT.</i> <i>001.320.53800.46400</i> <i>76A</i>	770.00
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 #	615040
Account #	719342
Date	11/1/2021

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		

Santa Kevin Event Confirmation

Event: Day/Date 12/11/21 From: 5pm To: 8pm Sales Rep: KM
 Client Name: Pine Ridge Plantation
 Billing Address: 4200 Pine Ridge Parkway Middelburg, FL 32068
 Phone: (Day) (904) 291-8878 Phone: (Evening) _____ Phone: (Fax) _____
 Event Contact: _____ Contact Phone: _____
 Event Address: PRMGR@RiversideMgtSvc.com

Event Details

All home parties, corporate events, and special events are a minimum one-hour call within a 30-mile radius ZIP 32259. For Home or Private visits performer(s) will arrive within a +/- 15 to 20-minute window of scheduled time. May be adjusted due to traffic or other unforeseeable circumstances, time will be made up at the end of contracted schedule time. 30-minute bookings are limited to Private single-family home visits. Bounced Check fee is \$135.00 per performer.

A break of ten minutes after a full hour of work is appropriate. DOSA PROTECTING God's Children Certified.

A cool non-alcoholic drink is always welcome. Gratuities are not included but are appreciated.

Event Appearance Fee Schedule

Hourly Fee	Qty	@	Rate	Fee
Hourly Fee (Minimum)	3	@ \$	200.00	\$600.00
Additional Hours Fee		@ \$	20.00	\$ 20.00
Total Hours	Hrs.		Total Fee	\$620.00

Agreement Information

Retainer Amount: \$300.00 Due: Upon approved agreement Payable to: Kevin Mason

Balance of: \$320.00 To be paid in Cash, Check, or Cash app at the end of the event appearance

If Cancellation becomes necessary by client prior to 48 hrs. before event a charge of \$50.00 will be applied to the prepaid retainer amount. If event appearance is canceled by client within 48 hrs. of scheduled appearance the retainer becomes non-refundable.

I have read the above agreement and agreed to its Terms and Conditions. I understand that this booking will remain tentative subject to cancellation until the signed contract and deposit is received.

(Print Full Name)

(Client Signature)

Return approved Event Confirmation to:

Kevin Mason (aka Santa Kevin) 1811 Ashbrook Lane, St. Johns, Florida 32259
 SantaKevinJAX@yahoo.com • (904) 287-3764

Follow Santa Kevin JAX on Facebook at: <https://www.facebook.com/Santa-Kevin-241877019693367/>





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

Invoice

Date 12/1/2021

Invoice # 131295603535

Terms	Net 20
Due Date	12/21/2021
PO #	

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	1,063.12
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<i>B. H. 11-19-21</i> <i>Pool Chemicals</i> <i>001.330.5200.46800</i>				

A prepayment discount of 5% is available if the entire amount for 2022 is paid by December 31st, 2021. Please contact us at ar@poolsure.com or 1-800-858-POOL (7665) if you have any questions.

Subtotal 1,122.17
Shipping Cost (FEDEX GROUND) 0.00
Total 1,122.17
Amount Due \$1,122.17

Remittance Slip

Customer
13GMS100
Invoice #
131295603535

Amount Due \$1,122.17

Amount Paid

Make Checks Payable To

Poolsure
PO Box 56372
Houston, TX 77255-5372





Invoice

Date:	Invoice #:
12/13/2021	134822

1702 Lindsey Road
Jacksonville, FL 32221-6791
Office 904-781-7060

Bill To	
Pine Ridge Plantation CDD 9655 Florida Mining Blvd Bldg 300, Suite 305 Riverside Management Services Jacksonville, FL 32257	
Email	Terms
lchewning@rmsnf.com	Due Upon Receipt

Work Performed At		
Pine Ridge Plantation CDD-contract 4200 Pine Ridge Pkwy Riverside Management middleburg, FL 32068 Maria		
Purchase Order	Rep	Work Order
221625	PM SCOTT HAINES	169761

Item	Description	Amount
Parts/Misc	<p>Pool building-Amenities--Front entry work complete per contr</p> <p>Re:pool bldg. truss repairs</p> <ul style="list-style-type: none"> >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 <p>Total Price \$1,480.00</p> <p>Re:front entry walls</p> <ul style="list-style-type: none"> >demo the existing wood frame trellis on both entry walls >remove the deteriorated styro foam wall cap approx 130 lin ft long on the top of the walls >pressure wash and caulk the cracks in the existing walls and paint the walls -color by management >after the demo -there are many options for top of the wall -it can go back with styrofoam cap -it can be a concrete cap or it could possibly be stuccoed over the top of the wall with no cap -we will not know what the wall looks like until the cap is removed -so the cap price is not included in the below price until a choice is made on the cap >clean up job site and haul away debris *any work wanted outside the scope of work above will be shown to proper authority before pricing *all landscaping cut back by others <p>Total Price \$4,270.00 + option \$4280.00 Total this portion \$8550.00</p> <p>Option # 4-stucco the top of the wall to match the existing texture as close as possible add \$ 4,280.00 to the total price</p> <p>Re:amenities bldg</p> <ul style="list-style-type: none"> >frame in 2 windows at the area designated for a storage closet mer management >install drywall and finish to match the existing texture as close as possible to paint ready >frame a new dividing wall in location per management -new wall to be approx. 3ft wide x 13ft long x 9ft tall (leaving approx 1ft lower than existing ceiling for ventilation)-framing to be installed on top of existing carpet unless told other wise >install a new 6 panel double door 6ft x 8ft tall to match the other double doors as close as possible >drywall the new wall and finish drywall to match the existing texture as close as possible to paint ready >includes installing new baseboards to match the existing as close as possible on the new wall >paint new drywall/baseboards and doors to match the existing color as close as possible >clean up job site and haul away debris *any work wanted outside the scope of work above will be shown to proper authority before pricing <p>Total Price \$3,480.00</p> <p>Total Contract \$13,510.00</p> <p>221625</p>	\$13,510.00



1702 Lindsey Road
Jacksonville, FL 32221-6791
Office 904-781-7060

Invoice

Date:	Invoice #:
12/13/2021	134822

Bkpt 12-13-21 - 184 A
Amenity RFR - \$1,480.00
001.330.57200.46100
Capital \$1,2030.00
002.320.53800.6000

ALL WORK WAS INSPECTED AND PERFORMED IN A PROFESSIONAL MANNER. All material is guaranteed to be as specified, and the above work was completed in a substantial workmanlike manner. This is a full invoice due and payable by above due date in accordance with our agreement. Late charges will be assessed thereafter due date listed above at a rate of 1.5% per month. All disputes are to be submitted in writing by mail, fax or email within 30 days from invoice date. You further agree to waive any right to jury trial in any action relating to these services or the payment thereof.

Subtotal:	\$13,510.00
Sales Tax:	\$0.00
Invoice Total:	\$13,510.00
Payments and Credits:	\$0.00
Total Due:	\$13,510.00

P.R.

**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/O GMS
475 W TOWN PL # 114
SAINT AUGUSTINE, FL 32092****Cust#:502790
Ad#:331778
Phone#:904-001-0001
Date:11/23/2021**69A
1,310,513.00. 48000**Salesperson: Clay Today****Classification: Legal Notice****Ad Size: 1.0 x 4.60****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	12/02/2021	12/02/2021	1	46.00	46.00

Payment Information:

Date:	Order#	Type
11/23/2021	331778	BILLED ACCOUNT

Total Amount: 46.00**Tax: 0.00****Amount Due: 46.00****Attention: Requests for credits or refunds for early cancellations must be made within 90 days.****Ad Copy**

48815
P.R

PUBLISHER AFFIDAVIT
CLAY TODAY
 Published Weekly
 Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

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

NOTICE OF MEETING

in the matter of

Dec 13 MEETING

LEGAL: 48815 ORDER: 331778

was published in said newspaper in the issues:

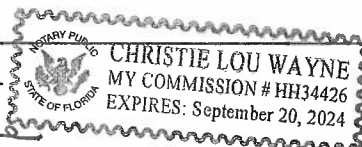
12/02/2021

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.



Sworn to me and subscribed before me 12/02/2021

Christie Lou Wayne
 NOTARY PUBLIC, STATE OF FLORIDA



Notice of Meeting
Pine Ridge Plantation
 Community Development District
 The regular meeting of the Board of
 Supervisors of the Pine Ridge
 Plantation Community Development
 District will be held on **Monday,**
December 13, 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 contacting the District Office.
 Each person who decides to appeal
 any action taken at these meetings is
 advised that person will need a
 record of the proceedings and that
 accordingly, the person may need to
 ensure that a verbatim record of the
 proceedings is made, including the
 testimony and evidence upon which
 such appeal is to be based.
 Marilee Giles
 District Manager
 Legal 48815 published Dec 2, 2021
 in Clay County's Clay Today
 newspaper

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

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



November 2021
INV112453

Customer

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

Project/Job	Invoice Date	Due Date	Terms	PO #
November service call	11/30/2021	12/30/2021	Net 30	

Item	Qty	Rate	Amount
Scope of Work Responded to service call about broken pipe in round about island.			

Irrigation Repairs			
Labor - 11/22/21 -	1.08	\$65.00	\$70.20
1" Lateral Line Fitting - Each	6	\$3.23	\$19.38
3/4" Lateral Line Pipe - Foot	6	\$0.65	\$3.90
Sub Total			\$93.48

BApt 12-13-21
LANDSCAPE MAINT.
001.320.53800.46200
89A

Subtotal	\$93.48
Payments/Credits	\$0.00
Balance Due	\$93.48

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



December 2021
INV111664

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

Project/Job	Invoice Date	Due Date	Terms	PO #
Pine Ridge CDD RENEWAL	12/1/2021	12/31/2021	Net 30	

Item	Qty	Rate	Amount
Lawncare Recurring Monthly Maintenance	1	\$7,159.99	\$7,159.99

Subtotal	\$7,159.99
Payments/Credits	\$0.00
Balance Due	\$7,159.99

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.

B. H. Hopt 12-2-21
LANDSCAPE MAINT.
001.320.53800.46200
89A

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



December 2021
INV112974

Customer

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

Project/Job	Invoice Date	Due Date	Terms	PO #
November service call	12/8/2021	1/7/2022	Net 30	

Item	Qty	Rate	Amount
Scope of Work Responded to service call about broken head at 4 way stop of Pine Ridge Pkwy and creek bluff lane. Where construction is taking place.			

Irrigation Repairs			
Labor - 11/29/21 -	2.84	\$65.00	\$184.60
12" Pop UP Spray - Each	3	\$30.79	\$92.37
MP Series Nozzle - Each	3	\$20.60	\$61.80
1/2" Fitting (Equipment) - Each	6	\$0.00	\$0.00
Sub Total			\$338.77

B. Hight 12-13-21
LANDSCAPE MAINT
001.320.53800.46200
89A

Subtotal	\$338.77
Payments/Credits	\$0.00
Balance Due	\$338.77

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.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 223

Invoice Date: 12/1/21

Due Date: 12/1/21

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - December 2021 1.310.57300.34000		3,875.42	3,875.42
Website Administration - December 2021 1.310.57300.49100		100.00	100.00
Information Technology - December 2021 1.310.57300.35700		100.00	100.00
Dissemination Agent Services - December 2021 1.310.57300.31300		416.67	416.67
Office Supplies 1.310.57300.51000		6.43	6.43
Postage 1.310.57300.42000		26.20	26.20
Copies 1.310.57300.42500		162.75	162.75
Telephone 1.310.57300.41000		70.45	70.45

RECEIVED DEC 06 2021

Total \$4,757.92**Payments/Credits** \$0.00**Balance Due** \$4,757.92

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

Invoice #: 399
Invoice Date: 12/1/2021
Due Date: 12/1/2021
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
1.330.57200.46200 - Janitorial Services - December 2021		677.25	677.25
1.330.57200.46400 - Pool Maintenance Services - December 2021		1,041.67	1,041.67
1.330.57200.34000 - Contract Administration - December 2021		1,865.67	1,865.67
1.330.57200.34100 - Facility Management - Pine Ridge Plantation - December 2021		4,773.08	4,773.08
RECEIVED DEC 07 2021			
Total			\$8,357.67
Payments/Credits			\$0.00
Balance Due			\$8,357.67

Row

12.2.21

Riverside Management Services, Inc
9855 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 401
Invoice Date: 12/14/2021
Due Date: 12/14/2021
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
Christmas Event - 12/11/2021 Special Events 1.330.57200.60100		1,384.46	1,384.46
		Total	\$1,384.46
		Payments/Credits	\$0.00
		Balance Due	\$1,384.46

Rmw
12.14.21

Christmas Event

12/11/21

GL#330-572-601

	Actual
Total Expenses	\$3,304.46
District Checks	\$1,920.00
TOTAL EXPENSES DUE	\$1,384.46

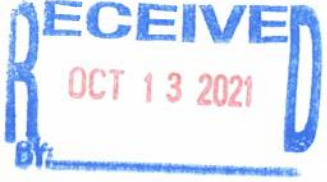
Site	Actual
Set up and Site Management	
Site Staff	
Mileage	
Totals	\$0.00

Entertainment/Arts & Crafts		Actual
(Gifts/supplies, etc.)		
bags, candy canes, hershey kisses, cocoa		\$589.28
cardstock, wreaths		
Gift cards		\$618.30
Totals		\$1,207.58

Food/Beverages/Supplies		Actual
cookies, brownies, plates, napkins		\$176.88
Totals		\$176.88

DISTRICT CHECK		AMOUNT
_____ YES _____ NO		
Payable To:		
Jax Carriage Company		\$650.00
Jax Carriage Company		\$650.00
Santa Kevin		\$620.00
Totals		\$1,920.00

10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
08/31		Balance Forward						\$649.37	
09/28	C25226	Rebill Credit for order 0003370355						\$-550.64	
PREVIOUS AMOUNT OWED:					\$649.37				
NEW CHARGES THIS PERIOD:					\$0.00				
CASH THIS PERIOD:					\$0.00				
DEBIT ADJUSTMENTS THIS PERIOD:					\$0.00				
CREDIT ADJUSTMENTS THIS PERIOD:					(\$550.64)				
We appreciate your business.									
So that we may serve you better, please remit the amount due. New business is dependent on prompt payments. Please include the remittance stub and input your account number on your check. Thank you.									



2A
1.310.51300.48000

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
	\$0.00		\$98.73	\$0.00	\$0.00	\$0.00		\$98.73

25	ADVERTISER INFORMATION							103373694
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME	
	09/01/2021 - 09/30/2021		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
	09/01/2021 - 09/30/2021		PINE RDGE PLANTATION CDD

COMPANY	23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT	3	TERMS OF PAYMENT
JV 5		\$98.73	\$0.00		NET 15 DAYS

21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS
	\$0.00		\$98.73	\$0.00	\$0.00

4	PAGE #	5	BILLING DATE	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	24	STATEMENT NUMBER
	1		09/30/2021		35422		35422		

8 BILLING ACCOUNT NAME AND ADDRESS

9 REMITTANCE ADDRESS



8 - 2352

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

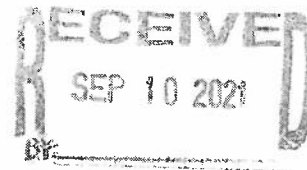
10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
07/31		Balance Forward						\$0.00	
08/26 08/26	103370355-08262021	NOTICE OF MEETINGS PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT The Board of Supervisors of the Pine Ridge Plantation Community Development Distr	JV Times-Union	2.00 x 4.2396	8.48	1	\$64.93	\$550.64	
08/26 08/26	103373694-08262021	BOS REG MTG SCHEDULE	SA St Augustine Record	1.00 x 5.5000	5.5	1	\$8.98	\$49.39	
08/26 08/26	103373694-08262021	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

21A



INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

SATTM

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
25	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

3 BILLING ACCOUNT NAME AND ADDRESS

9 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

48815
P.R.

PUBLISHER AFFIDAVIT
CLAY TODAY
 Published Weekly
 Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

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

NOTICE OF MEETING

in the matter of

Dec 13 MEETING

LEGAL: 48815 ORDER: 331778

was published in said newspaper in the issues:

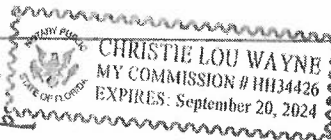
12/02/2021

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.



Sworn to me and subscribed before me 12/02/2021.

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

Notice of Meeting
Pine Ridge Plantation
 Community Development District

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held on Monday, December 13, 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) 940-5950). 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) 940-5950 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Marilee Giles
 District Manager
 Legal 48815 published Dec 2, 2021
 in Clay County's Clay Today newspaper

INVOICE



The Lake Doctors, Inc.
Aquatic Management Services

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 #	621201
Account #	719342
Invoice Date	12/1/2021
Due Date	12/11/2021
Rep	JB

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) <i>B. Sept 12-1-21</i> <i>LAKE MAINT.</i> <i>001.320.53800.46400</i> <i>76A</i>	770.00
Customer Total Balance \$1,540.00		
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 #	621201
Account #	719342
Date	12/1/2021

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 _____

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



December 2021
INV113352

Customer

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

Project/Job	Invoice Date	Due Date	Terms	PO #
November service call	12/15/2021	1/14/2022	Net 30	

Item	Qty	Rate	Amount
Scope of Work Responded to service call about broken heads and construction area on Creek bluff lane and Pine Ridge Parkway.			

Irrigation Repairs			
Labor - 11/30/21 -	4.47	\$65.00	\$290.55
3/4" Lateral Line Pipe - Foot	10	\$0.65	\$6.50
1/2" Fitting (Equipment) - Each	10	\$0.00	\$0.00
Sub Total			\$297.05

B. Stept 12-20-21
LANDSCAPE MAINT.
001. 320.83800,462.00

89A

Subtotal	\$297.05
Payments/Credits	\$0.00
Balance Due	\$297.05

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.

Grau and Associates

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

Phone: 561-994-9299

Fax: 561-994-5823

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

Invoice No. 21767
Date 12/15/2021

SERVICE	AMOUNT
Arbitrage - Series 2020 FYE 8/31/21	\$ <u>600.00</u>

1,310,513.00, 31200
1619

Current Amount Due \$ 600.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

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

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: OCTOBER 2021

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

FOR:
prmgr@riversidemgtsvc.com

bstephens@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10-1-21	Amenities and neighborhood patrol	1830/2230	4.0	\$30.00	\$120.00
10-16-21	Amenities and neighborhood patrol	1800/2200	4.0	\$30.00	\$120.00
10-29-21	Amenities and neighborhood patrol	1930/2330	4.0	\$30.00	\$120.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>			12.0	\$30.00	\$360.00
Total					
<i>B. Stephens 12-24-2021</i>					
<i>Security -</i>					
<i>001.330.57200.34500</i>					
<i>176A</i>					

Make all checks payable to Michael Layne

Thank you for your business!

Riverside Management Services, Inc

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

Invoice

Invoice #: 400

Invoice Date: 12/13/2021

Due Date: 12/13/2021

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 Maintenance November 1 - November 30, 2021		3,922.12	3,922.12
Maintenance Supplies		971.03	971.03
<i>B. Hup 12-15-21</i>			
<i>LAKE MAINT. - \$221.00</i>			
<i>001.320.53800.46400</i>			
<i>001.330.57200.46400</i>			
<i>FIELD R+M - \$560.25</i>			
<i>001.320.53800.46000</i>			
<i>Janitorial Supplies - \$162.69</i>			
<i>001.330.57200.46201</i>			
<i>Office Supplies - \$322.49</i>			
<i>001.330.57200.51000</i>			
<i>Holiday Decor - \$262.77</i>			
<i>001.330.57200.60200</i>			
<i>AMENITY R+M - \$3363.95</i>			
<i>001.330.57200.46100</i>			
Total			\$4,893.15
Payments/Credits			\$0.00
Balance Due			\$4,893.15

RMW
12.17.21

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/1/21	4	L.F.	Blew leaves and debris off pool deck and walkways, straightened and organized pool furniture, raked mulch at playground, checked and changed all trash receptacles, removed debris from amenity center, pool, common areas, playground and roadways
11/1/21	7.5	D.J.	Removed dirt from roadway curbing and spread out along Buggy Whip
11/3/21	8	L.F.	Changed light bulbs to match new lights, cleaned bugs from light fixtures, picked up supplies, emptied and restocked dog waste receptacles, removed debris from wooded areas, bushes in medians and around parking lot
11/3/21	7.5	D.J.	Pressure washed gutters/roof on frontside of amenity center
11/5/21	8	L.F.	Changed all fan light bulbs to match new lights, repaired drawer in kitchen, repaired thermostat in fitness center, picked up supplies for lights, blew leaves and debris off pool deck and breezeway
11/8/21	4.5	L.F.	Changed light bulbs at amenity center, picked up supplies for lights, changed time on all clocks for daylight savings, removed debris throughout community, emptied and restocked dog waste receptacles
11/10/21	8	L.F.	Painted around security lights, picked up painting supplies, started painting reception area, blew leaves and debris off pool deck
11/10/21	6	D.J.	Picked up debris on lake banks and waters edge, cleaned outfall structures as needed
11/12/21	3.5	L.F.	Painted sitting area, picked up supplies
11/15/21	8	D.J.	Pressure washed the remaining gutter area around the amenity center
11/17/21	8.5	L.F.	Finished painting sitting area and started painting clubroom
11/17/21	8.25	D.J.	Removing dirt from curb near Buggy Whip
11/19/21	8	L.F.	Installing holiday decorations, picked up supplies
11/19/21	7	D.J.	Installed holiday lights along gutter at amenity center
11/22/21	5	L.F.	Put up holiday decorations, checked and changed all trash receptacles, emptied and restocked dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
11/22/21	2.5	D.J.	Installed holiday lights
11/29/21	2	L.F.	Rehung extension cord for holiday lights, removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles

TOTAL 106.25

MILES 457

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 12/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	11/5/21	40W Light Bulbs 8pk (3)	43.06	L.F.
	11/8/21	60W Light Bulbs 3pk (2)	22.77	L.F.
	11/10/21	Short Cut Brush (2)	13.50	L.F.
	11/10/21	Interior Paint 116oz	48.28	L.F.
	11/10/21	Interior Paint 128oz	45.98	L.F.
	11/12/21	9x3/8 Roller Cover 3pk	10.78	L.F.
	11/18/21	Multifold Towels 16pk/case (2)	69.12	M.C.
	11/19/21	100Light LED C9 Warm White Holiday Lights (7)	241.34	L.F.
	11/19/21	Command Clips 16pk	12.28	L.F.
	11/22/21	Light Clips 75pk (2)	9.15	L.F.
	11/23/21	Command Clear Outdoor Clip 16pk	12.28	L.F.
	12/1/21	9" Tray Liners 10pk	7.45	L.F.
	12/1/21	Handy Pail Liners 6pk	5.50	L.F.
	12/1/21	Short Cut Brush (2)	13.50	L.F.
	12/1/21	Microfiber Towels 24pk	11.48	F.S.
	12/1/21	Lysol Lavender	6.42	F.S.
	12/1/21	Clorox Wipes (3)	14.77	F.S.
	12/1/21	Toilet Paper 18 rolls (2)	60.90	F.S.
	12/2/21	Epson Work Force Pro WF-4740 Printer	322.49	M.C.
		TOTAL	<u>\$971.03</u>	

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 #	624315
Account #	719342
Invoice Date	12/16/2021
Due Date	12/26/2021
Rep	JB

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)- Balance due for Pond 12 addition B. H. 12-21-21 Dec LAKE MAINT. 001.320.53800.46400 76 RT		80.00
Customer Total Balance			\$850.00
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!			Total Invoice
			\$80.00

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 #	624315
Account #	719342
Date	12/16/2021

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		

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/01/21	00021	8/26/21 82105	202108 330-57200-49000	EXTERIOR TRUSS REPAIRS	*	37,760.00	
		8/26/21 82105	202108 330-57200-49000	EXTERIOR TRUSS REPAIRS	V	37,760.00-	
				ALLWEATHER CONTRACTORS			.00 000036
11/01/21	00021	8/26/21 82105	202108 330-57200-49000	EXTERIOR TRUSS REPAIRS	*	37,760.00	
				ALLWEATHER CONTRACTORS			37,760.00 000037
12/07/21	00016	10/19/21 211024	202110 320-53800-60000	ELECTRICAL AT AMENITY CTR	*	7,810.00	
				BEACON ELECTRICAL CONTRACTORS, INC.			7,810.00 000038
12/16/21	00021	12/13/21 134822	202112 320-53800-60000	AMENITIES BLDG	*	12,030.00	
				ALLWEATHER CONTRACTORS			12,030.00 000039
				TOTAL FOR BANK B		57,600.00	
				TOTAL FOR REGISTER		57,600.00	



1702 Lindsey Rd.
Jacksonville, FL 32221
Office 904-781-7060
Fax 904-781-7051

INVOICE

DATE	INVOICE NO.
08/26/2021	82105

To: **Pine Ridge Plantation CDD**
9655 Florida Mining Blvd
Bldg 300, Suite 305
Riverside Management Services

Work Performed At
Pine Ridge Truss Repairs 4200 Pine Ridge Parkway Jacksonville, FL 32068

Attn:

JOB NO.	PO NO.	PM/Estimator	Terms
10-21-092		Scott Haines	Net 30

Item	Description:	Amount
	Exterior Truss Repair	
	Exterior Truss Repairs - Draw 1- 20%	7,552.00
	Exterior Truss Repairs - Draw 2- 50%	18,880.00
	Exterior Truss Repairs - Draw 3- 20%	7,552.00
	Exterior Truss Repairs - Draw 4- 10%	3,776.00
<p><i>B. H. 8-27-21</i></p>		

ALL WORK WAS INSPECTED AND PERFORMED IN A PROFESSIONAL MANNER.
All material is guaranteed to be as specified, and the above work was completed in a substantial workmanlike manner. This is a full invoice due and payable by above due date in accordance with our agreement. Late charges will be assessed thereafter due date listed above at a rate of 1.5% per month. All disputes are to be submitted in writing by mail, fax or e-mail within 30 days from invoice date. You further agree to waive any right to jury trial in any action relating to these services or the payment thereof.

Total	37,760.00
Retainage	- 0.00
SubTotal	37,760.00
Balance Paid	0.00
Balance Due	37,760.00

Beacon Electrical Contractors, Inc.

731 Duval Station Rd. Suite 107-306
Jacksonville, Florida 32218
Phone: 904-338-5394
Fax: 904-751-6583

INVOICE # 211024

Date: 10-19-21

To: Riverside Management Services, Inc.
9145 Narcoossee Road, Suite A206
Orlando, FL 32827

B. Stephens 11-1-21
Capital Outlay
002,320,538.00, 600.00

Attn: Brian Stephens
Phone:
Email: bstephens@riversidemgtsvc.com

WORK COMPLETED 10-19 @ Pine Ridge amenities center:

Labor and materials to complete electrical work per Beacon Electrical Contractors, Inc.
proposals dated 8/19/2021 (copy attached).

TOTAL INVOICE AMOUNT

\$7,810.00

All work has been completed in a workmanlike manner according to standard practices and the National Electrical Codes. All work has a
one-year warranty effective as of the date of this invoice.



Date:	Invoice #:
12/13/2021	134822

1702 Lindsey Road
Jacksonville, FL 32221-6791
Office 904-781-7060

Bill To	
Pine Ridge Plantation CDD 9655 Florida Mining Blvd Bldg 300, Suite 305 Riverside Management Services Jacksonville, FL 32257	
Email tchewning@rnsn.com	Terms Due Upon Receipt

Work Performed At		
Pine Ridge Plantation CDD-contract 4200 Pine Ridge Pkwy Riverside Management middleburg, FL 32068 Maria		
Purchase Order 22162S	Rep PM SCOTT HAINES	Work Order 169761

Item	Description	Amount
Parts/Misc	<p>Pool building-Amenities--Front entry work complete per contr</p> <p>Re:pool bldg. truss repairs >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</p> <p>Total Price \$1,480.00 Re:front entry walls >demo the existing wood frame trellis on both entry walls >remove the deteriorated styro foam wall cap approx 130 lin ft long on the top of the walls >pressure wash and caulk the cracks in the existing walls and paint the walls -color by management >after the demo -there are many options for top of the wall -it can go back with styrofoam cap -it can be a concrete cap or it could possibly be stuccoed over the top of the wall with no cap -we will not know what the wall looks like until the cap is removed -so the cap price is not included in the below price until a choice is made on the cap >clean up job site and haul away debris *any work wanted outside the scope of work above will be shown to proper authority before pricing *all landscaping cut back by others</p> <p>Total Price \$4,270.00 + option \$4280.00 Total this portion \$8550.00 Option # 4-stucco the top of the wall to match the existing texture as close as possible add \$ 4,280.00 to the total price</p> <p>Re:amenities bldg >frame in 2 windows at the area designated for a storage closet mer management >install drywall and finish to match the existing texture as close as possible to paint ready >frame a new dividing wall in location per management -new wall to be approx. 3ft wide x 13ft long x 9ft tall (leaving approx 1ft lower than existing ceiling for ventilation)-framing to be installed on top of existing carpet unless told other wise >install a new 6 panel double door 6ft x 8ft tall to match the other double doors as close as possible >drywall the new wall and finish drywall to match the existing texture as close as possible to paint ready >includes installing new baseboards to match the existing as close as possible on the new wall >paint new drywall/baseboards and doors to match the existing color as close as possible >clean up job site and haul away debris *any work wanted outside the scope of work above will be shown to proper authority before pricing</p> <p>Total Price \$3,480.00</p> <p>Total Contract \$13,510.00</p> <p>22162S</p>	\$13,510.00



1702 Lindsey Road
Jacksonville, FL 32221-6791
Office 904-781-7060

Invoice

Date:	Invoice #:
12/13/2021	134822

B Adept 12-13-21
Amenity RFR - \$1,480.00
001.330.57200.46100
Capital \$1,2030.00 -
002.320.53500.6000

2110

ALL WORK WAS INSPECTED AND PERFORMED IN A PROFESSIONAL MANNER. All material is guaranteed to be as specified, and the above work was completed in a substantial workmanlike manner. This is a full invoice due and payable by above due date in accordance with our agreement. Late charges will be assessed thereafter due date listed above at a rate of 1.5% per month. All disputes are to be submitted in writing by mail, fax or email within 30 days from invoice date. You further agree to waive any right to jury trial in any action relating to these services or the payment thereof.

Subtotal:	\$13,510.00
Sales Tax:	\$0.00
Invoice Total:	\$13,510.00
Payments and Credits:	\$0.00
Total Due:	\$13,510.00