

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, December 13, 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
Ernesto Torres <i>by phone</i>	GMS, LLC
Maria Cranford	Amenity Manager
Brian Stephens	Operations Manager
Peter Ma <i>by phone</i>	District Engineer

**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. There were no public comments.

December 13, 2021

Pine Ridge Plantation CDD

**THIRD ORDER OF BUSINESS****Consideration of Proposals for Recreation Facility Expansion Project (*proposals due 12/09/21 at 1:00 p.m.*)**

Ms. Giles noted the proposals were due on December 9, 2021. She noted that staff needed direction on how to proceed. Mr. Ma reviewed the proposal. The Board discussed the lack of money in the current budget. Discussion included the options that were available to cut costs, material availability, inflation, and the option of postponing the work for 6 to 8 months. It was noted on Ms. Cranford's survey the additional pool received 189 votes, the splash pad received 111 votes, resulting in a more desire for the additional pool. Ms. Giles asked about extending the bond. Special assessments, loans, and using capital improvement funds and other funding options were discussed.

After discussion the Board requested a more detailed breakdown of the cost for the pool with parking lot expansion, the splashpad, the courts with and without the lights and the fitness center addition for the January meeting. Permitting was discussed.

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2022-02 Adopting Amended Prompt Payment Policies**

Ms. Giles reviewed the resolution and asked for a motion to approve. Mr. Haber provided a further review, and the Board had no questions.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Resolution 2022-02 Adopting Amended Prompt Payment Policies, was approved.

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

Mr. Haber had nothing further to report.

**B. District Manager**

Ms. Giles had nothing further for the Board, the next item followed.

**C. Engineer – Ratification of Requisitions 8-11 (Series 2020 Project)**

Ms. Giles reviewed the requisitions and asked for a motion to ratify.

December 13, 2021

Pine Ridge Plantation CDD

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, with all in favor, Requisition 8-11 (Series 2020 Project), were ratified.

**D. Operations Manager**

Mr. Stephens asked for direction on repair to the pool slide and repairing the stair tower. The Board discussed several issues on cost, rust prevention, how long this would last, and the permits. Further discussion was on budgeting and using the reserve funds.

**E. Amenity Manager**

The Amenity Manager reviewed the monthly report and updated the Board on the Fitness Room HVAC proposal.

**SIXTH ORDER OF BUSINESS**

**Public Comments/Supervisor’s Requests**

**Public Comments:**

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

**Supervisor Requests:**

Board asked about other potential projects for budget concerns. Comments on updates for January meeting.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 1/18/22 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center**

Ms. Giles stated the next scheduled meeting is scheduled for January 18, 2022 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, the Meeting was adjourned at 7:19.

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*Marilee Giles*  
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Secretary / Assistant Secretary

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*Matt Biagetti*  
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Chairman / Vice Chairman

**RESOLUTION 2022-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE CLAY COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Pine Ridge Plantation Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within unincorporated Clay County, Florida; and

**WHEREAS**, the Board of Supervisors of the District ("**Board**") seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Clay County Supervisor of Elections ("**Supervisor**") to conduct the District's elections by the qualified electors of the District at the general election ("**General Election**").

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

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by Jerry Ritchie and Seat 3, currently held by Jeff Lewis are scheduled for the General Election beginning in November 2022. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Clay County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2022, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

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

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 15<sup>th</sup> day of March, 2022.

**PINE RIDGE PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT**

DocuSigned by:

*Matt Bengette*

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CHAIRPERSON/VICE CHAIRPERSON

ATTEST:

DocuSigned by:

*Marilee Giles*

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SECRETARY/ASSISTANT SECRETARY