

# ***PINE RIDGE PLANTATION***

*Community Development District*

*January 17, 2023*

## *AGENDA*

# **Pine Ridge Plantation Community Development District**

475 West Town Place

Suite 114

St. Augustine, Florida 32092

***District Website:*** [www.pineridgeplantationcdd.com](http://www.pineridgeplantationcdd.com)

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January 10, 2023

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 17, 2023 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 *(Regarding Agenda Items Listed Below)*
- III. Organizational Matters
  - A. Appointment of Supervisor to Fill Vacant Seat (Seat 1)
  - B. Oath of Office for Newly Elected & Appointed Supervisors
  - C. Election of Officers, Resolution 2023-02
- IV. Series 2020 Project:
  - A. Update Regarding Series 2020 Project
  - B. Ratification of Pay Requisitions (047-050)
  - C. Change Orders (14)
- V. Open Items
  - A. Sign at Entryway
  - B. Slide Tower
- VI. Staff Reports
  - A. Attorney

- B. District Manager
- C. Engineer
- D. Amenity & Operations Manager
  - 1. Report
  - 2. Landscape Quality Inspection Report

VII. Other Business

VIII. Public Comments / Supervisor's Requests

IX. Approval of Consent Agenda

- A. Approval of the Minutes of the November 15, 2022 Meeting
- B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending December 31, 2022
- C. Assessment Receipts Schedule
- D. Approval of Check Register

X. Next Scheduled Meeting – 03/21/23 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

XI. Adjournment

### *THIRD ORDER OF BUSINESS*

*C.*

**RESOLUTION 2023-02**

**A RESOLUTION DESIGNATING OFFICERS OF THE PINE  
RIDGE PLANTATION COMMUNITY DEVELOPMENT  
DISTRICT**

**WHEREAS**, the Board of Supervisors of the Pine Ridge Plantation Community Development District at a regular business meeting held on January 17, 2023 desires to elect the below recited persons to the offices specified.

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

1. The following persons were elected to the offices shown, to wit:

_____	Chairman
_____	Vice-Chairman
<u>Marilee Giles</u>	Secretary
<u>Marilee Giles</u>	Treasurer
<u>James Oliver</u>	Assistant Treasurer
<u>Daniel Laughlin</u>	
<u>Howard McGaffney</u>	
<u>Darrin Mossing</u>	
<u>James Oliver</u>	Assistant Secretary
<u>Daniel Laughlin</u>	
<u>Howard McGaffney</u>	
<u>Darrin Mossing</u>	
_____	
_____	
_____	

**PASSED AND ADOPTED THIS 17<sup>TH</sup> DAY OF JANUARY, 2023**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman

## *FOURTH ORDER OF BUSINESS*



*B.*

## 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: 47

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

(C) Amount Payable: \$ 1,750.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related to Pine Ridge Plantation Amenity – Invoice 9198

(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.

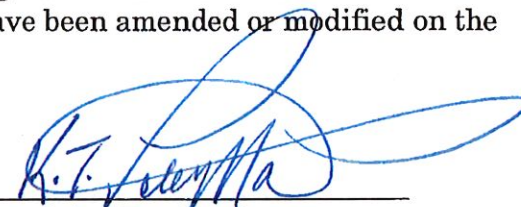
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**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

November 22, 2022



## 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 9198  
DATE 11/18/2022  
TERMS Due on receipt  
DUE DATE 11/30/2022

PROJECT NAME  
(21-21) Pine Ridge Plantation

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
Part 11: Shop Drawing Review for Lakefront Park Improvements (NTE \$7,500)	7,500.00	20.00 % of 7,500.00	1,500.00
Part 12: Construction Administration (NTE \$5,000)	5,000.00	5.00 % of 5,000.00	250.00
Part 13: Reimbursable Expenses (NTE \$1,500)	1,500.00	0.00 of 1,500.00	0.00

BALANCE DUE **\$1,750.00**

#### Estimate Summary

Estimate 20-129	84,600.00
Invoice 9118	3,000.00
Invoice 8698	3,900.00
Invoice 8754	528.00
Invoice 8728	781.14
Invoice 8415	6,800.00
Invoice 9031	3,000.00
Invoice 8499	18,600.00

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(A) Requisition Number: 48

(B) Name of Payee: Hoffman Commercial Construction, LLC  
6919 Distribution Avenue S., Suite 5  
Jacksonville, FL 32256

(C) Amount Payable: \$ 114,486.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related Pine Ridge Plantation Amenity Improvements - Application No. 9

(E) Fund or Account and subaccount, if any, from which disbursement to be made: 2020 Project

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

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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.

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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

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NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer

November 30, 2022

# APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER Pine Ridge Plantation (IDD) PROJECT: Pine Ridge Plantation Amenity Impr Application NO: 2201 9 PAGE ONE OF THREE PAGES

475 West Town Place, Suite #114  
St. Augustine, FL 32092

4200 Pine Ridge Parkway  
Middleburg, FL 32068

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR

FROM CONTRACTOR:

Hoffman Commercial Construction, LLC  
6919 Distribution Ave S - Unit #5  
Jacksonville, FL 32256

PERIOD TO: 11/25/2022

ARCHITECT: Basham & Lucas Design Group, Inc  
7645 Gate Parkway, Suite 201  
Jacksonville, FL

CONTRACT FOR: Construction Amenity Improvements

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,673,560
2. Net change by Change Orders \$ 49,795
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,723,355
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,289,413
5. RETAINAGE:
  - a. 10% % of Completed Work (Column D + E on G703) \$ 128,941
  - b. 10% % of Stored Material (Column F on G703) \$

Total Retainage (Lines 5a + 5b or

Total in Column I of G703)

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,594,414
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,045,986
8. CURRENT PAYMENT DUE \$ 114,486
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 562,883

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 8,428	\$ (43,000)
Total approved this Month	\$ 89,467	\$ (5,100)
TOTALS	\$ 97,895	\$ (48,100)
NET CHANGES by Change Order	\$ 49,795	

CONTRACT DATE: 2/25/2022

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR

By:

Paul Hoffman

Date:

11/25/2022

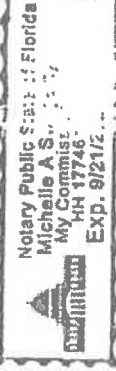
State of Florida

Subscribed and sworn to before me

County of: Duval

Notary Public:

My Commission expires:



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 114,486.00

(Attach explanation if amount certified differs from the amount applied, initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Michael T. Lucas

Basham & Lucas Design Group, Inc.

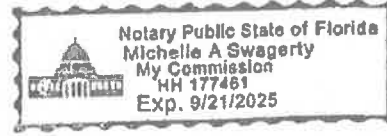
By:

2022.11.28 17:14:20-0500

Date:

11/25/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



SOV

Pine Ridge Plantation Amenity Improvements  
Schedule of Values

2201 9

11/25/2022

DESCRIPTION	SCHEDULE OF VALUES	PREVIOUS APPL	WORK IN PLACE	STORED MATERIAL	TOTAL COMPLETED TO DATE	%	BALANCE TO FINISH
1 GENERAL CONDITIONS / PM	\$ 128,960	85,114	11,606	0	96,720	75%	\$ 32,240
2 GENERAL REQUIREMENTS	\$ 37,800	24,948	3,402	0	28,350	75%	\$ 9,450
3 SITE WORK	\$ 298,400	259,608	17,904	0	277,512	93%	\$ 20,888
4 POOL DECK PAVERS	\$ 12,500	12,500	0	0	12,500	100%	\$ -
5 BASKETBALL & TENNIS COURTS	\$ 195,900	101,465	29,788	0	131,253	67%	\$ 64,647
6 FENCING	\$ 145,400	29,080	0	0	29,080	20%	\$ 116,320
7 CONCRETE SIDEWALKS AND FOUNDATION	\$ 63,600	19,080	0	0	19,080	30%	\$ 44,520
8 MASONRY POOL ENCLOSURE	\$ 22,800	20,520	2,280	0	22,800	100%	\$ -
9 MISC METALS	\$ 2,400	2,400	0	0	2,400	100%	\$ -
10 PAINTING ENCLOSURE	\$ 3,900	0	3,900	0	3,900	100%	\$ -
11 SPLASH POOL	\$ 346,500	307,200	22,260	0	329,460	95%	\$ 17,340
12 BENCHES AND TRASH CANS	\$ 6,000	0	0	0	0	0%	\$ 6,000
13 COURT SHADE STRUCTURE	\$ 15,000	7,500	2,250	0	9,750	65%	\$ 5,250
14 PLUMBING	\$ 18,200	15,470	0	0	15,470	85%	\$ 2,730
15 ELECTRICAL	\$ 219,900	131,940	21,990	0	153,930	70%	\$ 65,970
16 BUILDER RISK INS	\$ 12,900	12,900	0	0	12,900	100%	\$ -
17 P&P BOND	\$ 33,500	33,500	0	0	33,500	100%	\$ -
18 CO#1 ADDITIONAL PARKING LOT POLE	\$ 6,116	3,058	3,058	0	6,116	100%	\$ -
19 CO#2 REIMBURSE PERMIT COST	\$ 2,312	2,312	0	0	2,312	100%	\$ -
20 CO#3 ELECTRICAL ADJUSTMENT CREDIT	\$ (-43,000)	-43,000	0	0	-43,000	100%	\$ -
21 CO #4 EIGHT CONC LIGHT POLE BASES	\$ 19,836	19,836	0	0	19,836	100%	\$ -
22 CO #5 NEW PERIMETER FENCE	\$ 52,468	31,781	0	0	31,781	60%	\$ 21,187
23 CO #6 ENCLOSURE GATE V.E.	\$ (5,100)	-5,100	0	0	-5,100	100%	\$ -
24 CO #9 REVISED ETM DRAWINGS	\$ 11,704	11,704	0	0	11,704	100%	\$ -
25 CO#10 TWO ADDITIONAL LIGHT POLE BASES	\$ 4,959	4,959	0	0	4,959	100%	\$ -
26 HCC FEE	\$ 109,600	73,432	8,768	0	82,200	75%	\$ 27,400
TOTAL	\$ 1,723,355	1,162,207	127,206	0	1,289,413	75%	\$ 433,942

11/26/2022 1:13 PM

Pay App v9 Nov



**CONTRACTOR'S  
CONDITIONAL WAIVER AND RELEASE OF LIEN  
UPON PROGRESS PAYMENT  
(PAYMENT BY CHECK)**

The undersigned lienor, in consideration of the progress payment in the amount of \$ 114,486 and conditioned upon payment of check number \_\_\_\_\_ issued to the undersigned by: Pine Ridge Plantation CDD and conditioned in said amount, waives and releases its lien right to claim a lien for labor, services, or materials furnished to Pine Ridge Plantation CDD on the job of Pine Ridge Plantation Amenity Improvements to the following described property:

Pine Ridge Plantation Amenity Improvements  
4200 Pine Ridge Parkway  
Middleburg, FL 32068  
HCC Project # 2201  
Owner's Project # \_\_\_\_\_

This waiver and release does not cover any retention of labor, services, or materials furnished after the date specified:

Dated On: 11/25/2022

Lienor's Name: Hoffman Commercial Construction, LLC  
Address: 6919 Distribution Ave South - Unit #5  
Jacksonville, Florida 32256  
By: Paul Hoffman  
Printed Name: Paul Hoffman

STATE OF FLORIDA, COUNTY OF Duval  
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON 11/28/2022  
BY: Paul Hoffman  
( X ) WHO IS PERSONALLY KNOWN TO ME OR  
( ) WHO HAS PRODUCED \_\_\_\_\_ AS IDENTIFICATION AND  
WHO ( ) DID ( X ) DID NOT TAKE AN OATH.

NOTARY PUBLIC

COMMISSION NO. \_\_\_\_\_

Notary Name Typed or Printed

NOTE: This is a statutory form prescribed by Section 713.20, Florida Statutes (1996). Effective October 1, 1996, a person may not require a lienor to furnish a waiver or release of lien that is different from the statutory form.  
10/11/1996

## 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: 49

(B) Name of Payee: Convergint Technologies, LLC  
35257 Eagle Way  
Chicago, IL 60678-1352

(C) Amount Payable: \$ 2,479.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related Pine Ridge East Ball Court Access Control - Invoice 408M05691

(E) Fund or Account and subaccount, if any, from which disbursement to be made: 2020 Project

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;

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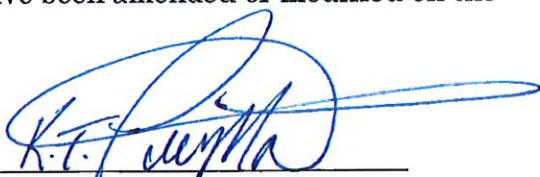
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**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 3, 2023



# Invoice

PLEASE Remit To: **CONVERGINT TECHNOLOGIES LLC**  
**35257 EAGLE WAY**  
**CHICAGO, IL 60678-1352**

Invoice	408M05691
Invoice Date	12/21/22
Payment Terms	NET 45
Customer Code	1040113
Customer P.O. #	JPC1329966P
Current Due	\$ 2,479.00

\*\* Include invoice # or customer code on check or send to:  
achremi@convergint.com

**Bill to:**

PINE RIDGE PLANATION COMM DEV  
4200 PINE RIDGE PARKWAY  
MIDDLEBURG, FL 32068

**Ship To / Project: 408SNM0569**

PINE RIDGE BALL COURT AC  
4200 PINE RIDGE PARKWAY  
MIDDLEBURG, FL 32068

Remarks: Quote JPC1329966P - Pine Ridge Ball Court AC

Quantity	Description	Unit Price	Extension
	JXP0547 - Pine Ridge Ball Court Access Control		
0.250	Material	4,431.32	1,107.83
0.250	Freight/Warranty	225.92	56.48
0.250	Labor	5,258.76	1,314.69
	25% Billing		
Total:		\$	2,479.00

**Thank you for your business!**

For questions about this invoice, contact your local Convergent office at (877) 881 - 7724

You can pay your invoice online at: [www.convergint.com/invoice](http://www.convergint.com/invoice)

Convergent is an Equal Opportunity/Affirmative Action Employer who is committed to workforce diversity. M/F/D/V.

CYBER CRIME AWARENESS: WE WILL NOT ASK YOU TO CHANGE CONVERGINT REMIT-TO ADDRESS OR BANKING INFORMATION VIA EMAIL

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(A) Requisition Number: 50

(B) Name of Payee: Hoffman Commercial Construction, LLC  
6919 Distribution Avenue S., Suite 5  
Jacksonville, FL 32256

(C) Amount Payable: \$ 121,608.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related Pine Ridge Plantation Amenity Improvements - Application No. 10

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**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 3, 2023



# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702 PAGE ONE OF THREE PAGES

TO OWNER Pine Ridge Plantation CDD PROJECT: Pine Ridge Plantation Amenity Impr APPLICATION NO: 2201 10 Distribution to:

475 West Town Place, Suite #114 4200 Pine Ridge Parkway 4200 Pine Ridge Parkway

St. Augustine, FL 32092 Middleburg, FL 32068

PERIOD TO: 12/25/2022

FROM CONTRACTOR: ARCHITECT: Basham & Lucas Design Group, Inc. 7645 Gate Parkway, Suite 201 Jacksonville, FL 32256

Hoffman Commercial Construction, LLC 6919 Distribution Ave S - Unit #5 Jacksonville, FL 32256

OWNER ARCHITECT CONTRACTOR

CONTRACTOR: Paul Hoffman Date: 12/25/2022

State of: Florida County of: Duval

Subscribed and sworn to before me

Notary Public: [Signature] My Commission expires: 9/21/2025

Notary Public State of Florida Michelle A Swagerty My Commission HH 177461 Exp. 9/21/2025

CONTRACT DATE: 2/25/2022

## CONTRACTOR'S APPLICATION FOR PAYMENT

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,673,560
2. Net change by Change Orders \$ 51,126
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,724,686
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,424,553
5. RETAINAGE:
  - a. 10% % of Completed Work (Column D + E on G703) \$ 142,455
  - b. 10% % of Stored Material (Column F on G703) \$ -
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 142,453
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,160,472
8. CURRENT PAYMENT DUE \$ 121,608
9. BALANCE TO FINISH INCLUDING RETAINAGE (Line 3 less Line 6) \$ 442,606

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work, is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 121,608.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Michael Lucas Basham & Lucas Design Group, Inc. 2023.01.02 083748-0000 Date: 12/25/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved	\$ 97,895	\$ (48,100)
in previous months by Owner		
Total approved this Month	\$ 1,331	\$ -
TOTALS	\$ 99,226	\$ (48,100)
NET CHANGES by Change Order	\$ 51,126	

SOV  
Pine Ridge Plantation Amenity Improvements  
Schedule of Values

2201 10  
12/25/2022

DESCRIPTION	SCHEDULE OF VALUES	PREVIOUS APPL	WORK IN PLACE	STORED MATERIAL	TOTAL COMPLETED TO DATE	% TO FINISH	BALANCE TO FINISH
1 GENERAL CONDITIONS / PM	\$ 128,960	96,720	9,027	0	105,747	82%	\$ 23,213
2 GENERAL REQUIREMENTS	\$ 37,800	28,350	2,646	0	30,996	82%	\$ 6,804
3 SITE WORK	\$ 298,400	277,512	8,952	0	286,464	96%	\$ 11,936
4 POOL DECK PAVERS	\$ 12,500	12,500	0	0	12,500	100%	\$ -
5 BASKETBALL & TENNIS COURTS	\$ 195,900	131,253	5,877	0	137,130	70%	\$ 58,770
6 FENCING	\$ 145,400	29,080	29,080	0	58,160	40%	\$ 87,240
7 CONCRETE SIDEWALKS AND FOUNDATION	\$ 63,600	19,080	9,268	0	27,348	43%	\$ 36,252
8 MASONRY POOL ENCLOSURE	\$ 22,800	22,800	0	0	22,800	100%	\$ -
9 MISC METALS	\$ 2,400	2,400	0	0	2,400	100%	\$ -
10 PAINTING ENCLOSURE	\$ 3,900	3,900	0	0	3,900	100%	\$ -
11 SPLASH POOL	\$ 346,800	329,460	0	0	329,460	95%	\$ 17,340
12 BENCHES AND TRASH CANS	\$ 6,000	0	4,800	0	4,800	80%	\$ 1,200
13 COURT SHADE STRUCTURE	\$ 15,000	9,750	0	0	9,750	65%	\$ 5,250
14 PLUMBING	\$ 18,200	15,470	0	0	15,470	85%	\$ 2,730
15 ELECTRICAL	\$ 219,900	153,930	35,184	0	189,114	86%	\$ 30,786
16 BUILDER RISKS INS	\$ 12,900	12,900	0	0	12,900	100%	\$ -
17 P&P BOND	\$ 33,500	33,500	0	0	33,500	100%	\$ -
18 CO#1 ADDITIONAL PARKING LOT POLE	\$ 6,116	6,116	0	0	6,116	100%	\$ -
19 CO#2 REIMBURSE PERMIT COST	\$ 2,312	2,312	0	0	2,312	100%	\$ -
20 CO#3 ELECTRICAL ADJUSTMENT CREDIT	\$ (43,000)	-43,000	0	0	-43,000	100%	\$ -
21 CO #4 EIGHT CONC LIGHT POLE BASES	\$ 19,836	19,836	0	0	19,836	100%	\$ -
22 CO #5 NEW PERIMETER FENCE	\$ 52,968	51,781	21,187	0	52,968	100%	\$ -
23 CO #6 ENCLOSURE GATE V.E.	\$ (5,100)	-5,100	0	0	-5,100	100%	\$ -
24 CO #9 REVISED ETM DRAWINGS	\$ 11,704	11,704	0	0	11,704	100%	\$ -
25 CO#10 TWO ADDITIONAL LIGHT POLE BASES	\$ 4,959	4,959	0	0	4,959	100%	\$ -
26 CO#11 IRRIGATION SLEEVES UNDER PAVE	\$ 1,331	0	1,331	0	1,331	100%	\$ -
27 HCC FEE	\$ 109,600	82,200	8,768	0	90,968	83%	\$ 18,632
<b>TOTAL</b>	<b>\$ 1,724,686</b>	<b>1,289,413</b>	<b>135,120</b>	<b>0</b>	<b>1,424,533</b>	<b>83%</b>	<b>\$ 300,153</b>



**CONTRACTOR'S  
CONDITIONAL WAIVER AND RELEASE OF LIEN  
UPON PROGRESS PAYMENT  
(PAYMENT BY CHECK)**

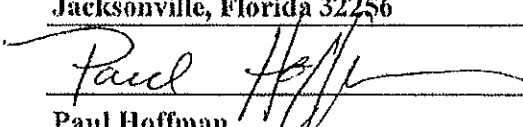
The undersigned lienor, in consideration of the progress payment in the amount of \$ 121,608 and conditioned upon payment of check number \_\_\_\_\_ issued to the undersigned by: Pine Ridge Plantation CDD in said amount, waives and releases its lien right to claim a lien for labor, services, or materials furnished to Pine Ridge Plantation CDD on the job of Pine Ridge Plantation Amenity Improvements to the following described property:

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


HCC Project # 2201  
Owner's Project # \_\_\_\_\_

This waiver and release does not cover any retention of labor, services, or materials furnished after the date specified:

Dated On: 12/25/2022

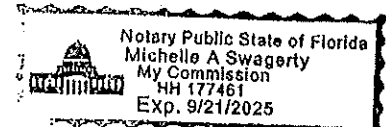
Lienor's Name: Hoffman Commercial Constructon, LLC  
Address: 6919 Distribution Ave South - Unit #5  
Jacksonville, Florida 32256  
By:   
Printed Name: Paul Hoffman

STATE OF FLORIDA, COUNTY OF Duval,  
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON 12/28/2022  
BY: Paul Hoffman  
( X ) WHO IS PERSONALLY KNOWN TO ME OR  
( ) WHO HAS PRODUCED \_\_\_\_\_ AS IDENTIFICATION AND  
WHO ( ) DID ( X ) DID NOT TAKE AN OATH.

  
NOTARY PUBLIC

HH177461  
COMMISSION NO.

Michelle Swagerty  
Notary Name Typed or Printed



NOTE: This is a statutory form prescribed by Section 713.20, Florida Statutes (1996). Effective October 1, 1996, a person may not require a lienor to furnish a waiver or release of lien that is different from the statutory form.  
10/1/1996

*C.*



December 16, 2022

Re: Pine Ridge Plantation Amenity Center  
4200 Pine Ridge Parkway  
Middleburg, FL

Ms. Marilee Giles  
Pine Ridge Community Development District  
475 West Tower Place, Suite 114  
St. Augustine FL 32092

CHANGE ORDER PROPOSAL #14

Dear Ms. Giles:

We are pleased to submit our Change Order Proposal #14 to strip the existing parking lot as requested by board.

COP #14- Strip the existing parking lot as requested by board.

Total Cost ..... \$1,000

Sincerely,

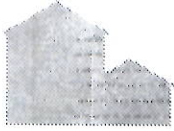
A handwritten signature in blue ink that reads 'Paul Hoffman'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Paul Hoffman

ACCEPTED: \_\_\_\_\_

Date: \_\_\_\_\_

Cc: Mr. Michael Lucas, AIA, LEED AP  
Mr. George Mosley  
Ms. Maria

**4-K Construction, Inc**

PO Box 17363  
6927 Distribution Ave. South  
Jacksonville FL 32245  
904-292-0339

License: CUC1225069

**Change Order**

Order#: 6

Order Date: 12/15/2022

**To:** Hoffman Commercial Construction, LLC  
6919 Distribution Avenue South  
Suite 5  
Jacksonville, FL 32256

**Project:** 2203

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

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

**Ordered By:**

**Customer Order:**

Specifications Attached ☐

**Description of Work****Amount**

Striping

900.00

**Notes**

This price is for the additional Striping for the existing parking lot at the request of George on site

HCC Fee + \$100-  
\$ overhead  
\$ 1,000-

*SIXTH ORDER OF BUSINESS*

*D.*

*1.*

**Pine Ridge Plantation Community Development District**

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: January 17, 2023  
To: Pine Ridge Plantation CDD, Board of Supervisors  
From: Maria Cranford, Amenity Manager & Operations Manager  
Re: Monthly Facility Memorandum

**Completed Items:**

- Two dog waste stations were repaired
- Rotted wood boarder at the playground was replaced
- Rotted wood frame to the entry of the shower area in the men's poolside bathroom was replaced. Mold treatment was also done to the drywall
- Exterior side door to the clubhouse was fixed to correct an issue with the door staying closed once unlocked
- Chipped no entry pool tile was removed and new tile has been ordered
- Replacement valve was ordered for the pool and will be installed prior to the spring
- The additional 42 filter grids that still needed to be replaced, were ordered and will be installed at the same time the new valve is put it
- Quarterly preventative maintenance of the fitness equipment was preformed by Fitness Pro on January 4<sup>th</sup>

**Landscaping & Lakes:**

- BrightView continues to maintain the grounds throughout.
- Lake Doctor's continues to maintain the lakes.
- RMS continues to inspect and clean all the lakes and outfall structures.



**Amenity Manager:**

- Total number of rentals for November and December = 7
- Total number of rentals tentatively scheduled for January and February = 13
- Community yard sale is being planned for March 11<sup>th</sup> and 12<sup>th</sup>
- HOA continues to hold their monthly meeting at the clubhouse the second Thursday of every month
- The Frozen Sweet Treat truck was at the amenity center on November 27<sup>th</sup>
- Emangeo's Brick Oven Pizza was at the amenity center on January 9<sup>th</sup> from 5 to 8 p.m. They will return on February 9<sup>th</sup>, March 9<sup>th</sup>, April 6<sup>th</sup>, May 11<sup>th</sup>, June 8<sup>th</sup>, July 6<sup>th</sup>, August 10<sup>th</sup>, September 7<sup>th</sup>, October 12<sup>th</sup>, November 9<sup>th</sup> and December 7<sup>th</sup>
- Brochachos Fusion Tacos will be at the amenity center on January 17<sup>th</sup> from 5 to 8 p.m.
- Mumbai Delight will be at the amenity center on January 18<sup>th</sup>, February 16<sup>th</sup>, March 16<sup>th</sup> and again on April 20<sup>th</sup> from 5 to 8 p.m.
- Che'lus Island BBQ is scheduled to be at the amenity center on January 24<sup>th</sup> from 5 to 8 p.m.

## *NINTH 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 Tuesday, November 15, 2022 at 6:03 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
Nelson Nazario	Supervisor
Jack Montoya	Supervisor
Jerry Ritchie	Supervisor

Also, present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Maria Cranford	Amenity Manager
Jay Soriano	GMS
Rodney Hicks	Brightview Representative
Jay Jernigan	Brightview Representative
David Lara	Brightview Representative

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 6:03 p.m. Five Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comments** (*Regarding Agenda Items Listed Below*)

Ms. Giles noted all members in the audience were from Brightview and recommended moving to the next item.

**THIRD ORDER OF BUSINESS****Series 2020 Project****A. Update Regarding Series 2020 Project**

An update was provided on the splashpad area and the delivery schedule. Mr. Soriano noted some items that were backordered that should arrive this week. He added the installation should occur in late November, and the painting occurred yesterday. Also discussed were the issues with the schedules and timing with other areas of the project to include the basketball goals and sidewalks. A question was asked on the construction contractor. Discussion ensued on the contractor issues, the parking lot, the light pole, and the resolutions were outlined. Ms. Cranford added comments on pricing. Service options for basketball court surface and completion timeline were discussed. Questions on the work guarantee and delays were further discussed.

**B. Ratification of Pay Requisitions (043-046)**

Ms. Giles noted these pay requisitions needed ratification. She added #43 was for ETM, #44 was for Basham & Lucas Design, #45 was for EMT, and #46 for Hoffman.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the Pay Requisitions 043-046, were ratified.

**C. Change Orders (12-13)**

Ms. Giles noted #12 is for irrigation sleeves for the new parking lot for future irrigation. The reason for this change order was discussed and the issues with the water line. The change order #12 is for \$1331. Mr. Ritchie asked if this could fall under contingency and Mr. Haber noted he did not have the agreement in front of him. He added this could be qualified as a contingency but needed further review of the agreement. He noted after review, the agreement was for \$1,673,560 and provides for allowances in the amount of \$17,100. He added this does not appear to be eligible under a contingency since it is approved as additional work.

Mr. Ritchie asked the question if there was money in the contract for contingency. Ms. Giles noted the agreement shows the original contract amount of \$1.6 and with the change orders the new amount would be \$1.7. After discussion, Mr. Haber noted it was determined this contract does not contemplate a contingency.

Ms. Giles added she could get a cost of complete schedule from Mr. Hoffman vs. what is left in the construction fund account. She added there is \$640,000 in the construction account. The Board noted there was concern on the amounts in the funds and the change orders.

Another question was asked if someone causes a problem, and the Board has a change order who would pay for the change order.

On MOTION by Mr. Biagetti, seconded by Mr. Lewis, with Mr. Biagetti, Mr. Lewis, Mr. Nazario, and Mr. Montoya in favor and Mr. Ritchie opposed, Change Order #12, was approved 4-1.

Ms. Giles noted the change order #13 is for the light pole bases. Mr. Soriano discussed the issues with the light pole bases. It was recommended the extra base be added. It was clarified this change order was just for the bases. The Board asked for clarification this would not be a problem with the future with adding lights. It was noted an estimate was needed for the landscape. Discussion ensued on the cost of the irrigation, what was the cause of the problem and the exact location. The costs were discussed and how this cost fits into the budget. Ms. Giles noted what is left in the construction fund balance as of today is \$640,291. She added the balance to finish for Hoffman construction is the \$561,148. That would be \$79,000 left over, but some other fees will come out reducing that balance. She noted that this would leave maybe around \$30,000. Further discussion ensued on landscaping locations, costs, supply chain issues, and project timeline completion.

After discussion the Board asked the approval for the Change Order #13 be based on the contingency of the Brightview irrigation issue and a not to exceed of \$25,000.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Change Order #13 for \$16,519 With the Not To Exceed of \$25,000 for Brightview Irrigation Investigation, was approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Open Items**

##### **A. Sign at Entryway**

Ms. Cranford noted there were no updates.

**B. Slide Tower**

Ms. Cranford reviewed the invoice for November and October and concerns for payment. Ms. Cranford updated on the Down to Earth invoices and who should cover the costs. Discussion ensued on the projects and the invoice issues. Mr. Nazario ask if they would have a set of documents that shows where all the lines and cables are located. It was noted these would be provided for underground electrical equipment. Continued discussion on the maps.

Ms. Giles noted there were 3 invoices including the November that will not be paid, the October, and the one for irrigation repair. The repairs were discussed, and it was questioned if the repairs were completed by Down To Earth. Future Irrigation repairs were discussed and the location of the issues and what services were provided. Mr. Haber commented on the Board payment of these invoices, and services clarification on the scope of services.

After discussion the Board directed the staff to not pay the November invoice #142485. It was also discussed to have staff work with Down To Earth to correct the October invoice #139267 and asked Hoffman Construction to coordinate payment to Down To Earth for Invoice #1411642.

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

Mr. Haber had nothing further to report.

**B. District Manager**

Ms. Giles noted she had nothing further to report.

**C. Engineer**

There being none, the next item followed.

**D. Amenity & Operations Manager****1. Report**

Ms. Cranford reviewed the Amenity & Operations Manager reports and provided updates on activities and events.

Ms. Cranford noted the concerns on irrigation. She added the cost was #3,144.53.

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, with all in favor, Brightview Irrigation Investigation for \$3,144.53, was approved.

**2. Landscape Quality Inspection Report**

Updates were provided on the landscaping issues.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Public Comments/Supervisor's Requests**

**Public Comments:**

There were no public comments.

**Supervisor Requests:**

There were no Supervisors's requests.

**EIGHTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the October 19, 2022 Meeting**

Ms. Giles stated the minutes of the October 19, 2022 meeting were in the packet for Board review. The Board had no changes to the minutes.

**B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending September 30, 2022**

Ms. Giles stated these ended September 30, 2022.

**C. Assessment Receipts Schedule**

Ms. Giles stated these were 100% collected.

**D. Approval of Check Register**

Ms. Giles stated the check register is for \$498,207.66. She pointed out the high dollar item is the transfer of \$450,000 to the trust fund account that grows interest. The insurance payment was also in the register.



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

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 01/17/23 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center**

Ms. Giles stated the next meeting is scheduled for January 17, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman

*B.*



# Pine Ridge Plantation

## Community Development District

Unaudited Financial Reporting  
November 30, 2022

Meeting Date  
January 17, 2023



# Table of Contents

I. Financial Statements - Unaudited Financial Reporting

II. Special Assessments Report

III. Check Registers Summary -10/1/2022 -11/30/2022

**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**COMBINED BALANCE SHEET**  
November 30, 2022

	General	Capital Reserve	Debt Service	Capital Projects	Totals Governmental Funds
<b>ASSETS:</b>					
CASH	\$81,646	\$59,601	---	---	\$141,247
INVESTMENTS					
Reserve A-1	---	---	\$173,593	---	\$173,593
Reserve A-2	---	---	\$114,238	---	\$114,238
Revenue A	---	---	\$46,462	---	\$46,462
Prepayment	---	---	\$863	---	\$863
Construction	---	---	---	\$638,542	\$638,542
State Board	\$622,867	\$203,504	---	---	\$826,371
US Bank Custody	\$56,828	---	---	---	\$56,828
<b>TOTAL ASSETS</b>	<b>\$761,340</b>	<b>\$263,106</b>	<b>\$335,154</b>	<b>\$638,542</b>	<b>\$1,998,141</b>
<b>LIABILITIES:</b>					
ACCOUNTS PAYABLE	\$11,666	---	---	---	\$11,666
RETAINAGE PAYABLE	---	---	---	\$90,233	\$90,233
DUE TO GENERAL FUND	---	---	---	---	\$0
<b>TOTAL LIABILITIES</b>	<b>\$11,666</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,233</b>	<b>\$101,899</b>
<b>FUND BALANCES:</b>					
NONSPENDABLE	\$0	---	---	---	\$0
ASSIGNED	\$43,187	---	---	---	\$43,187
UNASSIGNED	\$706,487	---	---	---	\$706,487
RESTRICTED FOR DEBT SERVICE	---	---	\$335,154	---	\$335,154
RESTRICTED FOR CAPITAL PROJECTS	---	\$263,106	---	\$548,309	\$811,414
<b>TOTAL FUND BALANCES</b>	<b>\$749,674</b>	<b>\$263,106</b>	<b>\$335,154</b>	<b>\$548,309</b>	<b>\$1,896,242</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$761,340</b>	<b>\$263,106</b>	<b>\$335,154</b>	<b>\$638,542</b>	<b>\$1,998,141</b>

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended November 30, 2022

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 11/30/22	THRU 11/30/22	VARIANCE
<b>REVENUES:</b>				
Assessments - Tax Collector	\$681,433	\$24,848	\$24,848	\$0
Misc./Facility Rental Income	\$3,000	\$500	\$600	\$100
Interest Income	\$600	\$100	\$4,390	\$4,290
<b>TOTAL REVENUES</b>	<b>\$685,033</b>	<b>\$25,448</b>	<b>\$29,839</b>	<b>\$4,390</b>
<b>EXPENDITURES:</b>				
<b><u>ADMINISTRATIVE:</u></b>				
Supervisors Fees/FICA Taxes	\$10,334	\$1,722	\$2,153	(\$431)
Engineering	\$7,000	\$1,167	\$0	\$1,167
Attorney	\$20,000	\$1,667	\$1,273	\$394
Annual Audit	\$3,175	\$0	\$0	\$0
Assessment Roll	\$5,260	\$5,260	\$5,260	\$0
Arbitrage	\$1,200	\$600	\$600	\$0
Trustee	\$6,000	\$4,041	\$4,041	\$0
Dissemination	\$5,000	\$833	\$833	(\$0)
Management Fees	\$48,830	\$8,138	\$8,138	(\$0)
Computer Time	\$1,400	\$233	\$233	(\$0)
Telephone	\$500	\$83	\$52	\$32
Postage	\$1,000	\$167	\$70	\$96
Printing & Binding	\$1,200	\$200	\$122	\$78
Insurance	\$9,948	\$8,911	\$8,911	\$0
Legal Advertising	\$2,500	\$417	\$42	\$375
Other Current Charges	\$600	\$100	\$50	\$50
Website Domain	\$1,200	\$200	\$200	\$0
Office Supplies	\$300	\$50	\$1	\$49
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>\$125,622</b>	<b>\$33,964</b>	<b>\$32,154</b>	<b>\$1,810</b>
<b><u>GROUPS MAINTENANCE:</u></b>				
Landscape Maintenance	\$126,000	\$21,000	\$11,662	\$9,338
Lake Maintenance	\$12,930	\$2,155	\$1,700	\$455
Electric	\$2,500	\$417	\$319	\$98
Water	\$26,000	\$4,333	\$2,005	\$2,329
Repairs And Maintenance	\$20,000	\$3,333	\$255	\$3,078
Irrigation Repairs	\$3,500	\$583	\$3,144	(\$2,561)
Contingencies	\$4,451	\$742	\$0	\$742
<b>GROUPS MAINTENANCE EXPENDITURES</b>	<b>\$195,381</b>	<b>\$32,564</b>	<b>\$19,086</b>	<b>\$13,478</b>

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended November 30, 2022

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 11/30/22	THRU 11/30/22	VARIANCE
<b>EXPENDITURES:</b>				
<b><u>AMENITY CENTER</u></b>				
Insurance	\$12,310	\$12,310	\$11,588	\$722
General Facility Maintenance	\$17,000	\$2,833	\$4,001	(\$1,167)
Repairs & Replacements	\$25,000	\$4,167	\$1,539	\$2,628
Recreational Passes	\$500	\$83	\$0	\$83
Postage	\$100	\$17	\$0	\$17
Printing & Email Marketing	\$125	\$21	\$0	\$21
Office Supplies	\$700	\$117	\$0	\$117
Other Current Charges	\$250	\$42	\$0	\$42
Permit Fees	\$250	\$0	\$0	\$0
Contingency	\$5,000	\$833	\$0	\$833
Special Events	\$15,000	\$5,387	\$5,387	\$0
Refuse Service	\$9,600	\$1,600	\$1,557	\$43
Security	\$12,500	\$2,083	\$2,069	\$14
Gate Monitor	\$6,146	\$1,024	\$0	\$1,024
<b><u>Utilities</u></b>				
Water & Sewer	\$4,500	\$750	\$633	\$117
Electric	\$23,000	\$3,833	\$3,645	\$188
Cable/Phone/Internet	\$4,200	\$700	\$735	(\$35)
<b><u>Management Contracts</u></b>				
Amenity Management	\$61,859	\$10,310	\$10,310	\$0
Facility Assistant	\$19,489	\$3,248	\$0	\$3,248
Field Management Services	\$24,179	\$4,030	\$4,030	\$0
Lifeguards	\$19,080	\$0	\$0	\$0
Pool Maintenance	\$13,500	\$2,250	\$2,250	\$0
Pool Chemicals	\$16,159	\$2,693	\$2,414	\$279
Janitorial	\$8,777	\$1,463	\$1,463	\$0
Janitorial Supplies	\$4,000	\$667	\$368	\$298
Holiday Decorations	\$0	\$0	\$72	(\$72)
<b>AMENITY CENTER EXPENDITURES</b>	<b>\$303,225</b>	<b>\$60,461</b>	<b>\$52,061</b>	<b>\$8,400</b>
<b><u>OTHER FINANCIAL SOURCES AND USES</u></b>				
Capital Reserve - Transfer Out	\$60,805	\$0	\$0	\$0
<b>TOTAL OTHER FINANCIAL SOURCES AND USES</b>	<b>\$60,805</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$685,033</b>	<b>\$126,988</b>	<b>\$103,300</b>	<b>\$23,688</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>-\$73,461</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$43,187</b>		<b>\$823,135</b>	
<b>FUND BALANCE - Ending</b>	<b>\$43,187</b>		<b>\$749,674</b>	

**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**  
Month-to-Month  
Fiscal Year 2023

	ADOPTED BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b><u>REVENUES:</u></b>														
Assessments - Tax Collector	\$681,433	\$0	\$24,848	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,848
Interest Income	\$600	\$2,184	\$2,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,390
Misc./Facility Rental Income	\$3,000	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
<b>TOTAL REVENUES</b>	<b>\$685,033</b>	<b>\$2,784</b>	<b>\$27,055</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$29,839</b>
<b><u>EXPENDITURES:</u></b>														
<b><u>ADMINISTRATIVE:</u></b>														
Supervisors Fees/FICA Taxes	\$10,334	\$1,077	\$1,077	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,153
Engineering	\$7,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$1,200	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Dissemination	\$5,000	\$417	\$417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$833
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$1,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,273
Annual Audit	\$3,175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee	\$6,000	\$4,041	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,041
Management Fees	\$48,830	\$4,069	\$4,069	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,138
Computer Time	\$1,400	\$117	\$117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$233
Telephone	\$500	\$0	\$52	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52
Postage	\$1,000	\$10	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70
Printing & Binding	\$1,200	\$78	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122
Insurance	\$9,948	\$8,911	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,911
Legal Advertising	\$2,500	\$0	\$42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42
Other Current Charges	\$600	\$15	\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50
Website Domain	\$1,200	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200
Office Supplies	\$300	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>\$125,622</b>	<b>\$26,141</b>	<b>\$6,012</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$32,154</b>
<b><u>GROUNDS MAINTENANCE:</u></b>														
Landscape Maintenance	\$126,000	\$0	\$11,662	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,662
Lake Maintenance	\$12,930	\$850	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700
Electric	\$2,500	\$158	\$161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$319
Water	\$26,000	\$1,010	\$995	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,005
Repairs And Maintenance	\$20,000	\$255	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$255
Irrigation Repairs	\$3,500	\$0	\$3,144	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,144
Contingencies	\$4,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GROUNDS MAINTENANCE EXPENDITURES</b>	<b>\$195,381</b>	<b>\$2,273</b>	<b>\$16,813</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$19,086</b>



**PINE RIDGE PLANTATION**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**GENERAL FUND**  
Month-to-Month  
Fiscal Year 2023

	ADOPTED BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b><u>AMENITY CENTER</u></b>														
Insurance	\$12,310	\$11,588	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,588
General Facility Maintenance	\$17,000	\$1,807	\$2,193	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,001
Repairs & Replacements	\$25,000	\$0	\$1,539	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,539
Recreational Passes	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Printing & Email Marketing	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$15,000	\$2,892	\$2,495	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,387
Refuse Service	\$9,600	\$778	\$778	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,557
Security	\$12,500	\$791	\$1,278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,069
Gate Monitor	\$6,146	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b><u>Utilities</u></b>														
Water & Sewer	\$4,500	\$319	\$314	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$633
Electric	\$23,000	\$1,872	\$1,773	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,645
Cable/Phone/Internet	\$4,200	\$368	\$368	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$735
<b><u>Management Contracts</u></b>														
Amenity Management	\$61,859	\$5,155	\$5,155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,310
Facility Assistant	\$19,489	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Management Services	\$24,179	\$2,015	\$2,015	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,030
Lifeguards	\$19,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$13,500	\$1,125	\$1,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250
Pool Chemicals	\$16,159	\$1,207	\$1,207	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,414
Janitorial	\$8,777	\$731	\$731	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,463
Janitorial Supplies	\$4,000	\$170	\$198	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$368
Holiday Decorations	\$0	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$72
<b>AMENITY CENTER EXPENDITURES</b>	<b>\$303,225</b>	<b>\$30,820</b>	<b>\$21,241</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>\$52,061</b>
<b><u>OTHER SOURCES USES:</u></b>														
Capital Reserve - Transfer Out	\$60,805	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>OTHER SOURCES/(USES)</b>	<b>\$60,805</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$685,033</b>	<b>\$59,234</b>	<b>\$44,066</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,300</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>	<b>(\$56,450)</b>	<b>(\$17,011)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$73,461)</b>

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended November 30, 2022

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 11/30/22	THRU 11/30/22	VARIANCE
<b>REVENUES:</b>				
Capital Reserve Funding - Transfer In	\$60,805	\$0	\$0	\$0
Interest	\$500	\$83	\$1,197	\$1,114
<b>TOTAL REVENUES</b>	<b>\$61,305</b>	<b>\$83</b>	<b>\$1,197</b>	<b>\$1,114</b>
<b>EXPENDITURES:</b>				
Capital Outlay	\$30,000	\$5,000	\$0	\$5,000
Culture/Recreation	\$30,000	\$5,000	\$0	\$5,000
Repair and Maintenance	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$60,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$1,305</b>		<b>\$1,197</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$273,556</b>		<b>\$261,908</b>	
<b>FUND BALANCE - Ending</b>	<b>\$274,861</b>		<b>\$263,106</b>	

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### DEBT SERVICE FUND 2020 A1 and A2

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended November 30, 2022

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 11/30/22	THRU 11/30/22	VARIANCE
<b>REVENUES:</b>				
Assessments - Tax Roll	\$926,572	\$33,788	\$33,788	\$0
Interest Income	\$250	\$42	\$1,692	\$1,651
<b>TOTAL REVENUES</b>	<b>\$926,822</b>	<b>\$33,830</b>	<b>\$35,481</b>	<b>\$1,651</b>
<b>EXPENDITURES:</b>				
<b>DS 2020A1</b>				
Interest Expense - 11/1	\$106,824	\$106,824	\$106,824	(\$0)
Interest Expense - 5/1	\$106,824	\$0	\$0	\$0
Principal Expense - 5/1	\$480,000	\$0	\$0	\$0
Principal Expense - 5/1 Prepayment	\$0	\$0	\$0	\$0
<b>DS 2020A2</b>				
Interest Expense - 11/1	\$45,200	\$45,200	\$45,200	\$0
Interest Expense - 5/1	\$45,200	\$0	\$0	\$0
Principal Expense - 5/1	\$140,000	\$0	\$0	\$0
Principal Expense - 5/1 Prepayment	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$924,049</b>	<b>\$152,024</b>	<b>\$152,024</b>	<b>(\$0)</b>
<b>OTHER FINANCIAL SOURCES/(USES)</b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCIAL SOURCES/(USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$2,773</b>		<b>(\$116,543)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$161,970</b>		<b>\$451,698</b>	
<b>FUND BALANCE - Ending</b>	<b>\$164,743</b>		<b>\$335,154</b>	

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### CAPITAL PROJECTS FUND 2020

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended November 30, 2022

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 11/30/22	THRU 11/30/22	VARIANCE
<b>REVENUES:</b>				
Interest Income	\$0	\$0	\$3,574	\$3,574
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,574</b>	<b>\$3,574</b>
<b>EXPENDITURES:</b>				
Capital Outlay	\$0	\$0	\$238,640	(\$238,640)
Cost of Issuance	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$238,640</b>	<b>(\$238,640)</b>
<b>OTHER FINANCIAL SOURCES/(USES)</b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>TOTAL OTHER FINANCIAL SOURCES/(USES)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>(\$235,066)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$783,375</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$548,309</b>	

# PINE RIDGE PLANTATION

## COMMUNITY DEVELOPMENT DISTRICT

### Long-term Debt Report

<b>Series 2020A1 Capital Improvement Revenue Refunding Bond</b>	
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:	\$173,525
Reserve Fund Balance:	\$173,593
Bonds outstanding - 9/30/20	\$9,545,000
Less: May 1, 2021 (Mandatory)	(\$455,000)
Less: May 1, 2022 (Mandatory)	(\$470,000)
Less: May 1, 2022 (Prepayment)	(\$10,000)
Current Bonds Outstanding:	<b>\$8,610,000</b>

<b>Series 2020A2 Capital Improvement Revenue Refunding Bond</b>	
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:	\$114,609
Reserve Fund Balance:	\$114,238
Bonds outstanding - 9/30/20	\$2,890,000
Less: May 1, 2021 (Mandatory)	(\$130,000)
Less: May 1, 2022 (Mandatory)	(\$135,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
Current Bonds Outstanding:	<b>\$2,620,000</b>

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**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
FISCAL YEAR 2023 SUMMARY OF ASSESSMENTS**

ASSESSED	# UNITS ASSESSED	SERIES 2020A DEBT ASSESSED	FY23 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	737	926,571.52	681,411.48	1,607,983.00
<b>TOTAL ASSESSED NET</b>	<b>737</b>	<b>926,571.52</b>	<b>681,411.48</b>	<b>1,607,983.00</b>

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	162,888.32	832,710.04	612,384.64	1,445,094.68
<b>TOTAL RECEIPTS</b>	<b>162,888.32</b>	<b>832,710.04</b>	<b>612,384.64</b>	<b>1,445,094.68</b>

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2020 DEBT RECEIVED	O&M RECEIVED	TOTAL
1	11/9/2022	1,202.48	884.31	2,086.79
2	11/16/2022	6,033.00	4,436.73	10,469.73
3	11/30/2022	26,552.98	19,527.37	46,080.35
4	12/12/2022	798,921.58	587,536.23	1,386,457.81
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		-	-	
		-	-	
		-	-	
		-	-	
<b>TOTAL FY18 TAX ROLL RECEIPTS</b>		<b>832,710.04</b>	<b>612,384.64</b>	<b>1,445,094.68</b>

<b>% TAX ROLL COLLECTED</b>	<b>89.87%</b>	<b>89.87%</b>	<b>89.87%</b>
<b>TOTAL COLLECTED</b>	<b>89.87%</b>	<b>89.87%</b>	<b>89.87%</b>

*D.*



# PINE RIDGE PLANTATION

Community Development District

## Check Run Summary - General Fund

10/1/2022 - 11/30/2022

Date	Check Numbers	Amount
<b><u>General Fund</u></b>		
10/1/2022 - 10/31/2022	3084-3099	\$ 40,349.43
11/1/2022 - 11/30/2022	3100-3120	\$ 54,599.96
		<hr/>
		\$ 94,949.39
<b><u>Utilities and Autopayments</u></b>		
October 3, 2022	Clay Electric	\$ 2,277.00
October 4, 2022	CCUA	\$ 1,470.70
October 18, 2022	Waste Management	\$ 778.27
October 18, 2022	SafeTouch	\$ 88.05
October 25, 2022	Comcast	\$ 367.71
October 28, 2022	CCUA	\$ 1,329.07
November 2, 2022	Clay Electric	\$ 2,030.00
November 15, 2022	Waste Management	\$ 778.27
November 16, 2022	SafeTouch	\$ 88.05
November 25, 2022	Comcast	\$ 367.71
November 29, 2022	CCUA	\$ 1,308.80
November 30, 2023	Clay Electric	\$ 1,934.00
		<hr/>
<b>TOTAL UTILITIES PAID ONLINE OR AUTOPAY</b>		\$ 12,817.63
		<hr/>
		\$ 107,767.02

\*Fedex invoices available upon request.

AP300R  
\*\*\* CHECK NOS. 003084-003120

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

RUN 1/10/23

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
10/14/22	00190	8/31/22 4847583	202208 310-51300-48000	NOTICE OF MEETING FY23	*	417.24	
				CA FLORIDA HOLDINGS,LLC			417.24 003084
10/14/22	00089	9/21/22 INV13598	202210 320-53800-46000	FILL SINKHOLE W.FILL DIRT	*	255.00	
				DOWN TO EARTH			255.00 003085
10/14/22	00039	9/23/22 28438	202209 330-57200-46100	RPR FITNESS EQUIPMENT	*	484.66	
				FITNESS PRO			484.66 003086
10/14/22	00003	9/15/22 233	202210 310-51300-31400	FY23 ASSESSMENT ROLL CERT	*	5,260.00	
				GOVERNMENTAL MANAGEMENT SERVICES			5,260.00 003087
10/14/22	00003	10/01/22 234	202210 310-51300-34000	OCT MANAGEMENT FEES	*	4,069.17	
		10/01/22 234	202210 310-51300-49100	OCT WEBSITE ADMIN	*	100.00	
		10/01/22 234	202210 310-51300-35100	OCT INFORMATION TECH	*	116.67	
		10/01/22 234	202210 310-51300-31300	OCT DISSEM AGENT SERVICES	*	416.67	
		10/01/22 234	202210 310-51300-42000	POSTAGE	*	9.69	
		10/01/22 234	202210 310-51300-42500	COPIES	*	78.15	
				GOVERNMENTAL MANAGEMENT SERVICES			4,790.35 003088
10/14/22	00016	9/23/22 23203	202210 310-51300-31200	ARBIT SE2020 FYE 8/31/22	*	600.00	
				GRAU AND ASSOCIATES			600.00 003089
10/14/22	00185	9/30/22 3112198	202208 310-51300-31500	AUG GENERAL COUNSEL	*	2,167.60	
				KUTAK ROCK LLP			2,167.60 003090
10/14/22	00176	9/18/22 SEPT 202	202209 330-57200-34500	9/18/22 SECURITY	*	152.00	
				MICHAEL C LAYNE			152.00 003091
10/14/22	00054	10/01/22 13129560	202210 330-57200-46500	OCT POOL CHEMICALS	*	1,207.22	
				POOLSURE			1,207.22 003092

PRP --PINERIDGE-- BPEREGRINO

AP300R  
\*\*\* CHECK NOS. 003084-003120

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

RUN 1/10/23

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
10/14/22	00073	9/15/22 437	202208 330-57200-46000		*	2,447.25	
		AUG GEN FAC MAINT					
		9/15/22 437	202208 330-57200-46100		*	281.70	
		AUG AMENITY RPR & RPLCMTS					
		9/15/22 437	202208 330-57200-51000		*	25.94	
		AUG OFFICE SUPPLIES					
		9/15/22 437	202208 330-57200-46201		*	96.46	
		AUG JANITORIAL SUPPLIES					
		9/22/22 438	202210 330-57200-60100		*	188.99	
		HALLWN GOODIE BAGS 10/29					
		10/01/22 439	202210 330-57200-46200		*	731.42	
		OCT JANITORIAL SERVICES					
		10/01/22 439	202210 330-57200-46400		*	1,125.00	
		OCT POOL MAINT SERVICES					
		10/01/22 439	202210 330-57200-34000		*	2,014.92	
		OCT CONTRACT ADMIN					
		10/01/22 439	202210 330-57200-34100		*	5,154.92	
		OCT FACILITY MANAGEMENT					
				RIVERSIDE MANAGEMENT SERVICES INC			12,066.60 003093
10/14/22	00076	10/01/22 36609B	202210 320-53800-46400		*	850.00	
		OCT LAKE MANAGEMENT					
				THE LAKE DOCTORS INC			850.00 003094
10/14/22	00192	9/14/22 8295	202209 320-53800-46000		*	1,500.00	
		RMV LIVE OAK URGENTLY					
				OUTSET CAPITAL PARTNERS DBA TREECO			1,500.00 003095
10/24/22	00107	10/11/22 SSI10799	202209 330-57200-34500		*	40.00	
		SEP EMPLOYMENT ADMIN FEE					
		10/11/22 SSI10799	202209 330-57200-34500		*	25.00	
		SEP EMPLOYMENT SCHEDULING					
				CLAY COUNTY SHERIFF'S OFFICE			65.00 003096
10/24/22	00089	9/01/22 INV13464	202209 320-53800-46200		*	8,305.59	
		SEP LANDSCAPE MAINTENANCE					
				DOWN TO EARTH			8,305.59 003097
10/24/22	00159	10/17/22 10172022	202210 330-57200-60100		*	300.00	
		11/5 EVENT					
				NORTH EAST FLORIDA ASTRONOMICAL			300.00 003098
10/24/22	00073	10/13/22 441	202209 330-57200-46000		*	1,530.38	
		SEP GEN FACILITY MAINT					
		10/13/22 441	202209 330-57200-46201		*	343.83	
		SEP JANITORIAL SUPPLIES					

PRP --PINERIDGE-- BPEREGRINO

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\*\*\* CHECK NOS. 003084-003120

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

RUN 1/10/23

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		10/13/22 441	202209 330-57200-46100		*	53.96	
		SEP AMENITY RPRS/RPLC					
				RIVERSIDE MANAGEMENT SERVICES INC			1,928.17 003099
11/03/22 00190		7/31/22 4771375	202207 310-51300-48000		*	1,756.80	
		BDGT HEARING 7/8;7507614					
		7/31/22 4771375	202207 310-51300-48000		*	556.32	
		PUB HRNG NTC 7/15;7513376					
				CA FLORIDA HOLDINGS,LLC			2,313.12 003100
11/03/22 00054		11/01/22 13129561	202211 330-57200-46500		*	1,207.22	
		NOV POOL CHEMICALS					
				POOLSURE			1,207.22 003101
11/03/22 00012		10/25/22 6707152	202210 310-51300-32300		*	3,750.00	
		FY23 SE2020A1-SE2020A2 TR					
		10/25/22 6707152	202210 310-51300-32300		*	290.63	
		INCIDENTAL EXPENSES					
				US BANK			4,040.63 003102
11/04/22 00089		9/07/22 INV13534	202209 320-53800-46000		*	945.00	
		TREE TRIMMING					
		9/07/22 INV13534	202209 320-53800-46000		*	1,485.00	
		TREE TRIMMING					
		9/07/22 INV13534	202209 320-53800-46000		*	2,362.50	
		TREE TRIMMING					
				DOWN TO EARTH			4,792.50 003103
11/18/22 00107		11/08/22 SSI10852	202210 330-57200-34500		*	70.00	
		OCT EMPLOYMENT FEE					
		11/08/22 SSI10852	202210 330-57200-34500		*	25.00	
		OCT EMPLOYMENT SCHEDULING					
				CLAY COUNTY SHERIFF'S OFFICE			95.00 003104
11/18/22 00069		11/03/22 2022-238	202211 310-51300-48000		*	42.00	
		NOT 11.15 BOS MEETING					
				OSTEEN MEDIA GROUP - CLAY TODAY			42.00 003105
11/18/22 00006		10/03/22 86904	202210 310-51300-54000		*	175.00	
		FY23 SPECIAL DISTRICT FEE					
				DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 003106
11/18/22 00073		8/31/22 435	202208 330-57200-34110		*	1,212.50	
		AUG FACILITY ASSISTANT					
		8/31/22 436	202208 330-57200-34200		*	2,268.89	
		AUG LIFEGUARDS					

PRP --PINERIDGE-- BPEREGRINO

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

RUN 1/10/23

PAGE 4

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
		9/30/22 440	202209 330-57200-34110		*	1,675.00	
			SEP FACILITY ASSISTANT				
		11/01/22 442	202211 330-57200-46200		*	731.42	
			NOV JANITORIAL				
		11/01/22 442	202211 330-57200-46400		*	1,125.00	
			NOV POOL MAINTENANCE				
		11/01/22 442	202211 330-57200-34000		*	2,014.92	
			NOV CONTRACT ADMIN				
		11/01/22 442	202211 330-57200-34100		*	5,154.92	
			NOV FACILITY MANAGEMENT				
		11/02/22 443	202210 330-57200-60100		*	2,403.07	
			10.29 HALLOWEEN EVENT				
		11/08/22 444	202211 330-57200-60100		*	44.52	
			11.05 STARGAZING EVENT				
				RIVERSIDE MANAGEMENT SERVICES INC			16,630.24 003107
11/18/22 00076		11/10/22 45527B	202211 320-53800-46400		*	850.00	
			NOV LAKE MAINTENANCE				
		11/10/22 670385	202207 320-53800-46400		*	850.00	
			JUL LAKE MAINTENANCE				
				THE LAKE DOCTORS INC			1,700.00 003108
11/22/22 00194		10/31/22 28656	202211 330-57200-46000		*	154.35	
			GENERAL FACILITY MAINT				
				ALLWAYS IMPROVING LLC DBA FITNESS P			154.35 003109
11/22/22 00183		11/01/22 24488830	202211 320-53800-46200		*	11,662.29	
			LANDSCAPE MAINTENANCE				
				BRIGHTVIEW LANDSCAPE SERVICES, INC			11,662.29 003110
11/22/22 00003		11/01/22 235	202210 310-51300-34000		*	4,069.17	
			NOV MANAGEMENT FEES				
		11/01/22 235	202210 310-51300-34000		*	100.00	
			NOV WEBSITE ADMIN				
		11/01/22 235	202210 310-51300-34000		*	116.67	
			NOV INFORMATION TECH				
		11/01/22 235	202210 310-51300-34000		*	416.67	
			NOV DISSEMINATION SERVICE				
		11/01/22 235	202210 310-51300-34000		*	.66	
			OFFICE SUPPLIES				
		11/01/22 235	202210 310-51300-34000		*	60.59	
			POSTAGE				
		11/01/22 235	202210 310-51300-34000		*	43.65	
			COPIES				
		11/01/22 235	202210 310-51300-34000		*	51.56	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,858.97 003111
				PRP --PINERIDGE-- BPEREGRINO			

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\*\*\* CHECK NOS. 003084-003120

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

RUN 1/10/23


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CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/22/22	00093	2/18/22 20222545	202211 330-57200-60100	HORSE DRAWN HAYRIDE	*	650.00	
				JACKSONVILLE CARRIAGE CO LLC			650.00 003112
11/22/22	00193	11/05/22 20220096	202211 330-57200-46100	AMEMITY REPAIRS& REPLAC	*	1,190.00	
		11/05/22 20220096	202211 330-57200-34500	SECURITY/MONITORING	*	1,190.00	
				KEATINGS COMMUNICATIONS			2,380.00 003113
11/22/22	00158	11/18/22 000085	202211 330-57200-60100	4CT.QTY 150 COOKIE KIT	*	1,800.00	
				ASHLEY SCHAFFER DBA LIVE SWEET BY			1,800.00 003114
11/22/22	00106	11/01/22 11012022	202210 330-57200-34500	SECURITY/MONITORING	*	152.00	
				MATTHEW EDMONSON			152.00 003115
11/22/22	00106	11/01/22 11012022	202207 330-57200-34500	SECURITY/MONITORING	*	304.00	
				MATTHEW EDMONSON			304.00 003116
11/22/22	00106	11/01/22 11012022	202208 330-57200-34500	SECURITY/MONITIRING	*	608.00	
				MATTHEW EDMONSON			608.00 003117
11/22/22	00106	11/01/22 11012022	202209 330-57200-34500	SECURITY/MONITORING	*	475.00	
				MATTHEW EDMONSON			475.00 003118
11/22/22	00176	10/20/22 102022	202210 330-57200-34500	SECURITY/MONITORING	*	456.00	
				MICHAEL C LAYNE			456.00 003119
11/22/22	00152	10/28/22 19367981	202210 330-57200-46000	OCT PEST CONTROL	*	103.64	
				TURNER PEST CONTROL,LLC			103.64 003120
				TOTAL FOR BANK A		94,949.39	
				TOTAL FOR REGISTER		94,949.39	

PRP --PINERIDGE-- BPEREGRINO

# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Pine Rdge Plantation Cdd		<b>ACCOUNT #</b> 760056	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0004847583	<b>BILLING PERIOD</b> Aug 1- Aug 31, 2022	<b>PAYMENT DUE DATE</b> September 20, 2022	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (Included in amt due)</b> -\$150.18	<b>TOTAL AMOUNT DUE</b> \$2,580.18	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>  Pine Rdge Plantation Cdd 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 		<b>BILLING INQUIRIES/ADDRESS CHANGES</b> 1-877-736-7612 or smb@ccc.gannett.com	
		<b>FEDERAL ID</b> 47-2390983	
<p><b>Legal Entity:</b> Gannett Media Corp.</p> <p><b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p>All funds payable in US dollars.</p>			

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To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. Previous account number: MOR\_35422

Date	Description	Amount
8/1/22	Balance Forward	\$2,174.96
8/18/22	Reverse Finance Charge	-\$6.01
8/18/22	Reverse Finance Charge	-\$6.01

### Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
8/19/22	7630160	Notice of Meetings for Fiscal Year 2023		\$417.24

RECEIVED

190A  
1.310.5300.480

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Pine Rdge Plantation Cdd		<b>PAYMENT DUE DATE</b> September 20, 2022		<b>AMOUNT PAID</b>	
<b>ACCOUNT NUMBER</b> 760056		<b>INVOICE NUMBER</b> 0004847583			
<b>CURRENT DUE</b> \$417.24	<b>30 DAYS PAST DUE</b> \$2,313.12	<b>60 DAYS PAST DUE</b> \$0.00	<b>90 DAYS PAST DUE</b> \$0.00	<b>120+ DAYS PAST DUE</b> \$0.00	<b>UNAPPLIED PAYMENTS</b> -\$150.18
					<b>TOTAL AMOUNT DUE</b> \$2,580.18
<b>REMITTANCE ADDRESS</b> (Include Account# & Invoice# on check)  CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244			<b>TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:</b>		
			<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX  Card Number _____ Exp Date ____/____/____    CVV Code _____ Signature _____    Date _____		

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# LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## **PROOF OF PUBLICATION**


Pine Ridge Plantation Cdd  
Pine Ridge Plantation Cdd  
475 W Town PL # 114  
Saint Augustine FL 32092-3649

### STATE OF FLORIDA, COUNTIES OF DUVAL AND CLAY

The Florida Times-Union, a daily newspaper published in Jacksonville in Duval and Clay County, Florida; And of general circulation in Duval and Clay County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

08/19/2022

and that the fees charged are legal.  
Sworn to and subscribed before on 08/19/2022

  
\_\_\_\_\_  
Legal Clerk

  
\_\_\_\_\_  
Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$417.24

Order No: 7630160

Customer No: 760056

PO #:

# of Copies:  
1

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

SARAH BERTELSEN  
Notary Public  
State of Wisconsin

## **NOTICE OF MEETINGS PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Pine Ridge Plantation Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2023 at Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, FL 32068, at 6:00 p.m. on the third Tuesday of each month listed as follows:

November 15, 2022  
January 17, 2023  
March 21, 2023  
May 16, 2023  
July 18, 2023  
September 19, 2023

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

Any person requiring special accommodations for the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

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

Marilee Giles  
District Manager



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



September 2022  
INV135986

Pine Ridge CDD  
Pine Ridge CDD  
Governmental Management Services (GMS)  
4200 Pine Ridge Plantation  
Middleburg FL 32068  
[prmgr@riversidemgtlsv.com](mailto:prmgr@riversidemgtlsv.com)  
(000) 509-6465

Grounds Repair : maintenance  
1.320.53800.46000 89A  
*[Signature]*  
9/28/22

Sinkhole Fill-in Pine Ridge PWY - Estimate 9/21/2022 10/21/2022 Net 30  
36256

#### Scope of Work

On back left-hand side going down Pine Ridge Pwy fill in sinkhole with Fill dirt.  
Down to Earth will provide all materials, labor and equipment needed to complete the following scope of work

#### Tree/Plant Installation

Enhancement labor - Each	2	\$48.00	\$96.00
Fill Dirt - Cubic Yard	1	\$63.00	\$63.00
Site Prep: Removal, Disposal, - Hours	2	\$48.00	\$96.00
		<b>Sub Total</b>	<b>\$255.00</b>
			\$255.00
			\$0.00
			<b>\$255.00</b>

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.

Always 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

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

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

28438	09/23/2022	\$484.66	10/08/2022	Net 15
Parts	Jun 9, 2022: Parts for Repair: TF Bubble #24 FS53-SFR-100X Foot Frame ( 7FS53-SFR-100X FRAME, FOOT SLIVER ) - 2. Paramount FS-53 lat pull down - it was pointed out by a resident that here was a problem with the middle stabilization bar. Removed stabilizer bar and found it was severely bent. Re-installed leveling foot and adjusted as well as possible. Unit needs new stabilization bar. Pic in attachments.	1	286.00	286.00
Shipping/ Handling	Jun 9, 2022: Shipping and Handling Estimate: Paramount Parts Parts Order# CS-1578232	1	75.00	75.00
CS	Sep 21, 2022: Commercial Labor: Install part, transfer other parts from old bar to new one. Test for proper function - Replaced middle stabilization bar. Unit test correct  SERVICE REQUEST 33974 - FOLLOW UP: REPAIRS IDENTIFIED DURING APRIL PM  Service Request Details: Notes 2. Paramount FS-53 lat pull down - it was pointed out by a resident that here was a problem with the middle stabilization bar. Removed stabilizer bar and found it was severely bent. Re-installed leveling foot and adjusted as well as possible. Unit needs new stabilization bar. Pic in attachments.	1	110.00	110.00
Processing Fee	Processing Fee	171	0.029	13.66
BALANCE DUE				\$484.66

Amenity Repairs & Replacements

1.330.57200.46100

391A

WNE

9/28/22

www.wearefitnesspro.com

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

## Invoice

Invoice #: 233  
Invoice Date: 9/15/22  
Due Date: 9/15/22  
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
Assessment Roll Certification - FY 2023		5,260.00	5,260.00
1.310.513.314 3A			
<b>Total</b>			<b>\$5,260.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,260.00</b>

Governmental Management Services, LLC  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 234  
Invoice Date: 10/1/22  
Due Date: 10/1/22  
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 - October 2022	1,310.513	4,069.17	4,069.17
Website Administration - October 2022	491	100.00	100.00
Information Technology - October 2022	351	116.67	116.67
Dissemination Agent Services - October 2022	313	416.67	416.67
Postage	420	9.69	9.69
Copies	425	78.15	78.15
3A			
Total			\$4,790.35
Payments/Credits			\$0.00
Balance Due			\$4,790.35

✓

## 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. 23203  
Date 09/23/2022

### SERVICE

### AMOUNT

Project: Arbitrage - Series 2020 FYE 8/31/22  
Arbitrage Services

\$ 600.00

Subtotal: 600.00

Total 600.00

Current Amount Due \$ 600.00

1.310.513.312  
16A

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.

**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 30, 2022

**Check Remit To:**Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157**Wire Transfer Remit To:**ABA #104000016  
First National Bank of Omaha  
Kutak Rock LLP  
A/C # 24690470  
Reference: Invoice No. 3112198  
Client Matter No. 16423-1

9/30/22 Approved by MG

Jim Oliver  
Pine Ridge CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092185A  
1.310.523.315Invoice No. 3112198  
16423-1

Re: Pine Ridge CDD - General Counsel

## For Professional Legal Services Rendered

08/01/22	W. Haber	0.70	182.00	Prepare for Board meeting; review correspondence from Soriano regarding landscape maintenance agreement
08/01/22	K. Jusevitch	0.30	37.50	Research utility agreement; confer with Haber
08/02/22	W. Haber	4.40	1,144.00	Prepare for and participate in Board meeting
08/10/22	W. Haber	0.60	156.00	Review correspondence and prepare access control installation agreement
08/12/22	W. Haber	0.50	130.00	Prepare resolution declaring vacancy; review and revise agreement with Convergent
08/17/22	W. Haber	0.20	52.00	Review correspondence with landscape maintenance contractor
08/19/22	W. Haber	0.40	104.00	Review and respond to correspondence regarding DTE agreement
08/19/22	K. Jusevitch	0.30	37.50	Confer with Haber regarding security

PRIVILEGED AND CONFIDENTIAL  
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

**KUTAK ROCK LLP**

Pine Ridge CDD

September 30, 2022

Client Matter No. 16423-1

Invoice No. 3112198

Page 2

08/22/22	K. Jusevitch	0.30	37.50	agreement Research security agreement and confer with Haber
08/23/22	K. Jusevitch	0.80	100.00	Prepare security agreement and confer with Haber

TOTAL HOURS	8.50
-------------	------

TOTAL FOR SERVICES RENDERED	\$1,980.50
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## DISBURSEMENTS

Meals	6.44
Travel Expenses	180.66

TOTAL DISBURSEMENTS	<u>187.10</u>
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TOTAL CURRENT AMOUNT DUE	<u>\$2,167.60</u>
--------------------------	-------------------

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

CCSO OFF DUTY INVOICE

INVOICE DATE  
DATE: SEPT 2022

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

FOR:  
[prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09/18/22	Checked amenity center. neighborhood patrol, checked the amenity center, provided directions to a lost motorist, neighborhood patrol, checked the amenity center, and patrolled the neighborhood.	1800/2200	4.0	\$38.00	\$152.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		4.0	\$38.00	\$152.00
Make all checks payable to Michael Layne					
Thank you for your business!					

176A

Security/Monitoring

1.330.57200.34500

*me* 10/3/22



**sure**

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

# Invoice

Date 10/1/2022  
Invoice # 131295609854

Terms	Net 20
Due Date	10/21/2022
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,063.12
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
WM Surcharge	WM Surcharge	1	ea	85.05
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p>Pool Chemicals 1.330.57200.46500 54A WMC 9/21/22</p>				

Subtotal 1,207.22  
Shipping Cost (FEDEX GROUND) 0.00  
Total 1,207.22  
Amount Due \$1,207.22

## Remittance Slip

Customer  
13GMS100  
Invoice #  
131295609854

Amount Due \$1,207.22

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295609854

Riverside Management Services, Inc  
9855 Florida Mining Blvd. W.  
Building 800, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 437  
Invoice Date: 9/15/2022  
Due Date: 9/15/2022  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2022		2,355.63	2,355.63
Maintenance Supplies		495.72	495.72
73A			
◦ General Facility maint. \$ 2,447.25 1.300.57200.46000			
◦ Amenity Repairs & Replacements \$ 281.70 1.330.57200.46100			
◦ Office supplies - \$ 25.94 1.330.57200.51000			
◦ Janitorial Supplies - \$ 96.46 1.330.57200.46201			
UMC 9/19/22			
Total			\$2,851.35
Payments/Credits			\$0.00
Balance Due			\$2,851.35

Jerry Lambert  
9-21-22

RMS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF AUGUST 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/2/22	8	J.S.	Took apart door and door knobs, switched door handles out with old
8/2/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/3/22	5.18	J.S.	Changed doors out to make repair
8/4/22	8.5	B.M.	Prep and redo cabinets in kitchen with two coats stain, two coats polyurethan
8/4/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/9/22	2	J.S.	Installed light switch in men's bathroom, had four keys made
8/9/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/11/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/16/22	8	B.M.	Repaired door frame in men's restroom, light inspection around amenity center and grounds, playground inspection, checked lights in men's restroom, stained cabinets in kids area of social room two coats, picked up supplies
8/16/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/18/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/23/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/25/22	8	B.M.	Repaired shower head on spray feature, removed old swing, replaced with new swing, two coats of polyurethane on cabinets in kids area, reinstalled knobs, removed debris in playground
8/25/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways

TOTAL 63.68

MILES 285

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

## Period Ending 09/05/22

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR				
PINE RIDGE				
	8/4/22	1 Qt Stain		
	8/4/22	Paint Brushes (4)	14.93	B.M.
	8/9/22	Keys (4)	24.91	B.M.
	8/9/22	Wire Stripper	15.04	J.S.
	8/10/22	Muriatic Acid 2 Gallons (2)	24.12	J.S.
	8/10/22	Maxblue 3" Tablets 35lb	41.35	B.M.
	8/16/22	60W Lightbulbs 4pk	240.35	B.M.
	8/18/22	42 Gallon Trash Bags 50ct	12.63	B.M.
	8/18/22	5"x24" Mop Head	34.47	F.S.
	8/18/22	Lavender Cleaner (2)	16.07	F.S.
	8/18/22	13 Gallon Trash Bags 140ct	16.05	F.S.
	8/30/22	Letters for Marquee Board	29.87	F.S.
			25.94	M.C.
		TOTAL	\$495.72	

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

# Invoice

Invoice #: 438  
Invoice Date: 9/22/2022  
Due Date: 9/22/2022  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Halloween Goodie Bags - 10/29/2022 1, 330.572, 601 73A		188.99	188.99
<b>Total</b>			<b>\$188.99</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$188.99</b>

9/23/22  
AK

## Pine Ridge Plantation

GL#330-572-601

	Actual
Total Expenses	\$188.99
District Checks	\$0.00
TOTAL EXPENSES DUE	\$188.99

Site	Actual
Set up and Site Management	
Site Staff	
Mileage	
<b>Totals</b>	<b>\$0.00</b>

Food/Beverages/Supplies		Actual
<b>Totals</b>		<b>\$0.00</b>

Actual	
	Entertainment / Arts & Crafts
\$188.99	Halloween goodie bags for the kids (324ct)
\$188.99	Totals

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

007

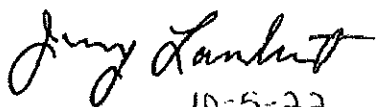
Riverside Management Services, Inc  
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 439  
Invoice Date: 10/1/2022  
Due Date: 10/1/2022  
Case:  
P.O. Number:

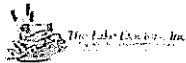
Bill To:  
Pine Ridge Plantation  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

73A

Description	Hours/Qty	Rate	Amount
1.330.57200.46200 - Janitorial Services - October 2022		731.42	731.42
1.330.57200.46400 - Pool Maintenance Services - October 2022		1,125.00	1,125.00
1.330.57200.34000 - Contract Administration - October 2022		2,014.92	2,014.92
1.330.57200.34100 - Facility Management - Pine Ridge Plantation - October 2022		5,154.92	5,154.92
 10-5-22			
Total			\$9,026.26
Payments/Credits			\$0.00
Balance Due			\$9,026.26



MAKE CHECK PAYABLE TO:



Po Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



ADDRESSEE



Pine Ridge Plantation CDD - Governmental  
Management Services  
475 West Town Pl  
SUITE 114  
St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
719342	10/1/2022	\$850.00

The Lake Doctors  
Po Box 20122  
Tampa, FL 33622-0122

00000000075406001000000003660900000008500060

Please Return this portion with your payment

<b>Invoice 366098</b>		<b>PO #</b>	
-----------------------	--	-------------	--

Date	Description	Quantity	Amount	Tax	Total
<b>4200 Pine Ridge Pkwy Middleburg, FL 32068</b>					
10/1/2022	Water Management - Monthly		\$850.00	\$0.00	\$850.00
<p>Please remit payment for this month's invoice.</p> <p style="text-align: center; font-size: 1.2em;">Lake maintenance 1.320.53800.46400 <i>[Signature]</i> 10/3/22  76A</p>					
				<b>Credits</b>	\$0.00
				<b>Adjustment</b>	\$0.00

Account# 719342	Lic#:	AMOUNT DUE
		<b>\$850.00</b>



**Treeco**

PO Box 3247  
Saint Augustine, FL 32085 US  
Alta@treeco.com



Maria  
Pine Ridge Plantation

8295  
09/14/2022  
Net 30  
10/14/2022

09/14/2022	Commercial Sales	Remove Live Oak that was struck by lightning that the top half is partially connected and leaning on the ground. labeled URGENT/HAZARDOUS.	1	1,500.00	1,500.00
------------	------------------	--	---	----------	----------

**\$1,500.00**

Grounds repair: maintenance

1.320.53800.46000

192A

 9/21/22



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

Invoice Number: SSI10799  
Invoice Date: 10/11/2022

Page: 1

Attn: Fiscal - Accounts Receivable

Bill

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

Ship

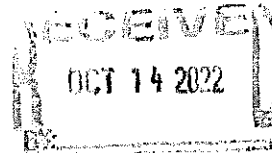
To: PINE RIDGE PLANTATION CDD  
475 W. TOWN PLACE SUITE 114  
ST AUGUSTINE, FL 32258  
BENADETLE PEREGRINO

Due Date 10/26/2022  
Terms Net 15 Days

Customer ID C0000507  
P.O. Number  
P.O. Date 10/11/2022  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee - SEPTEMBER 2022		8	8	5.00	40.00
Fees-2nd Employment Scheduling - SEPTEMBER 2022		1	1	25.00	25.00

107A  
1,330.572.345



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

INVOICE NUMBER

CLIENT NAME

PINE RIDGE

CLIENT NUMBER

INVOICE DATE

10/10/2022

CLIENT ADDRESS

EVENT	DATE	DESCRIPTION	PERSONNEL	HOURS or QUANTITY	RATE	TOTAL
1	09/18/22 0000 - 09/18/22 0000	PINE RIDGE	Michael Layne 09/18/22 1800 - 09/18/22 2200	4.00	\$ 38.00	\$ 152.00

EVENT TOTAL: (hrs) 4.00 \$ 152.00

2	09/30/22 0000 - 09/30/22 0000	PINE RIDGE	Michael Layne 10/02/22 1830 - 10/02/22 2230	4.00	\$ 38.00	\$ 152.00
---	-------------------------------	------------	--	------	----------	-----------

EVENT TOTAL: (hrs) 4.00 \$ 152.00

INVOICE TOTAL: (hrs) 8.00 \$ 304.00

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



September 2022  
INV134641

Pine Ridge CDD  
Pine Ridge CDD  
Governmental Management Services (GMS)  
4200 Pine Ridge Plantation  
Middleburg FL 32068  
[prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)  
(000) 509-6465

Landscape maintenance  
1.320.53800.46200

Wme 10/17/22

89A

Pine Ridge CDD Contract (073125) -  
Estimate 22931

9/1/2022

10/1/2022

Net 30

Lawn care Recurring Monthly Maintenance

1 \$8,305.59 \$8,305.59

Sep

\$8,305.59

\$0.00

\$8,305.59

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.



From: Pine Ridge Plantation [prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)  
Subject: Re: Event check  
Date: October 17, 2022 at 9:46 AM  
To: Bernadette Peregrino [bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)  
Cc: Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com)

Thank you! Hope you ladies have a great week

On Mon, Oct 17, 2022, 8:32 AM Bernadette Peregrino <[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)> wrote:  
Thanks Maria. We will get this processed and have it mailed to Amenity center.

Thank you,  
Bernadette Peregrino  
District Accountant  
475 West Town Place Ste 114  
Saint Augustine, FL 32092  
Tel and Fax: 904-239-5309  
[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)

On Oct 15, 2022, at 11:07 AM, Pine Ridge Plantation <[prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)> wrote:

I had the group out on September 3rd so that would have been the last check request for Pine Ridge

On Sat, Oct 15, 2022, 11:06 AM Bernadette Peregrino <[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)> wrote:  
Hi Margaret!

Please see attached request for processing. Please make sure we have not already cut a check. I remember one of my districts requesting a check recently.

Bernadette Peregrino  
Sent from my iPhone

Begin forwarded message:

From: Pine Ridge Plantation <[prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)>  
Date: October 14, 2022 at 5:49:49 PM EDT  
To: Bernadette Peregrino <[bperegrino@gmsnf.com](mailto:bperegrino@gmsnf.com)>  
Subject: Event check

Good evening Bernadette

1,330.57200. 401.00  
159A

I've been so wrapped up in preparing for my Halloween event that I almost forgot I need a check for the Northeast Florida Astronomical Society. They will be at Pine Ridge on November 5th. Check will be in the amount of \$300 and if you could have it sent to my amenity center that would be greatly appreciated.

4200 Pine Ridge Parkway  
Middleburg, FL 32068

PRP  
11/5/22 event

Thank you and have a great weekend



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

# Invoice

Invoice #: 441  
Invoice Date: 10/13/2022  
Due Date: 10/13/2022  
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 September 1 - September 30, 2022		1,630.38	1,630.38
Maintenance Supplies		397.79	397.79
• General Facility Maint. \$1,530.38 1.330.57200.46000			
• Janitorial Supplies \$343.83 1.330.57200.46201			
• Amenity Repairs & Replacements \$53.96 1.330.57200.46100			
 10/13/22			
 10-17-22			

Total \$1,928.17

Payments/Credits \$0.00

Balance Due \$1,928.17

RMS

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF SEPTEMBER 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/1/22	6.5	B.M.	Repaired rope on spray ground boarder, storm debris clean up around facility
9/1/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/8/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/13/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/15/22	8	B.M.	Removed broken photosensor, replaced with new photosensor, painted crème colored playground equipment, light inspection around building and amenity grounds, playground inspection, inspected CDD common area for maintenance, worked on broken exit door for rental area, removed wasps nests on building and amenity, picked up supplies
9/15/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/20/22	3	F.S.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/22/22	8	B.M.	Fixed tables in social room, touched up walls in social room and restrooms in social room, touched up on trim on social room and restroom in social area, touch up painted entry gate, painted window sills, removed wasp nests on building
9/22/22	3	F.S.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/26/22	1	F.S.	Began storm prep around pool area
<b>TOTAL</b>	<u>41.5</u>		
<b>MILES</b>	<u>175</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 10/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	9/6/22	Multifold Towels 16pk	52.75	M.C.
	9/6/22	Gym Wipes 3200 wipes	108.78	M.C.
	9/7/22	Toilet Paper 18 rolls	28.73	F.S.
	9/7/22	42 Gallon Trash Bags 50ct	34.47	F.S.
	9/15/22	Stem and Swivel Thermal Photocontrol	16.08	B.M.
	9/15/22	1000W Stem & Swivel Mount Photocontrol	22.98	B.M.
	9/15/22	Painters Touch Gloss Almond (2)	14.90	B.M.
	9/15/22	Airwick 5pk (2)	27.55	F.S.
	9/15/22	Softsoap Refill (2)	13.75	F.S.
	9/21/22	Sprayway Glass Cleaner 4pk	9.76	M.C.
	9/21/22	Airwick Refills	16.66	M.C.
	9/21/22	Clorox Toilet Bowl Cleaner 6pk	14.13	M.C.
	9/21/22	Toilet Paper 32pk	37.24	M.C.
		<b>TOTAL</b>	<b><u>\$397.79</u></b>	



# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Pine Rdge Plantation Cdd		<b>ACCOUNT #</b> 760056	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0004771375	<b>BILLING PERIOD</b> Jul 1- Jul 31, 2022	<b>PAYMENT DUE DATE</b> August 20, 2022	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (Included in amt due)</b> -\$550.64	<b>TOTAL AMOUNT DUE</b> <b>\$2,174.96</b>	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>  Pine Rdge Plantation Cdd 475 W Town PL # 114 Saint Augustine, FL 32092-3649		<b>BILLING INQUIRIES/ADDRESS CHANGES</b> 1-877-736-7612 or smb@ccc.gannett.com	
		<b>FEDERAL ID</b> 47-2390983	
<p><b>Legal Entity:</b> Gannett Media Corp.</p> <p><b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p><b>All funds payable in US dollars.</b></p>			

00007600560000000000000047713750021749667173

Starting in October ad placements will be assessed a monthly creative processing fee to cover fees associated with award winning ad design, toning, imaging, and sizing. Previous Account Number: MOR\_35422

Date	Description	Amount
7/1/22	Balance Forward	-\$144.17
7/31/22	Finance Charge	\$6.01

### Legal Advertising:

Date range	Product	Order Number	Description	PO Number	Runs	Ad Size	Net Amount
7/8/22	JKL Florida Times-Union	7507614	BUDGET HEARING		1	2.0000 x 10 in	\$1,756.80

### Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
7/15/22	7513376	7513376 - Pine Ridge Plantation Public Hearing Notice		\$556.32

190A  
1.310.57300.48000

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALiQ

## FLORIDA

<b>ACCOUNT NAME</b> Pine Rdge Plantation Cdd		<b>PAYMENT DUE DATE</b> August 20, 2022		<b>AMOUNT PAID</b> \$ 2,313.12	
<b>ACCOUNT NUMBER</b> 760056		<b>INVOICE NUMBER</b> 0004771375			
<b>CURRENT DUE</b> \$2,319.13	<b>30 DAYS PAST DUE</b> \$6.01	<b>60 DAYS PAST DUE</b> \$0.00	<b>90 DAYS PAST DUE</b> \$0.00	<b>120+ DAYS PAST DUE</b> \$400.46	<b>UNAPPLIED PAYMENTS</b> -\$550.64
					<b>TOTAL AMOUNT DUE</b> <b>\$2,174.96</b>
<b>REMITTANCE ADDRESS (Include Account# &amp; Invoice# on check)</b>  CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244			<b>TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:</b>  <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX  Card Number _____ Exp Date ____ / ____ / ____    CVV Code ____ Signature _____    Date _____		

00007600560000000000000047713750021749667173

**LOCALIQ**

FLORIDA

**Order Confirmation**

Not an Invoice

Account Number:	760056
Customer Name:	Pine Ridge Plantation Cdd
Customer Address:	Pine Ridge Plantation Cdd 475 W Town PL # 114 Saint Augustine FL 32092-3649
Contact Name:	Pine Ridge Plantation Cdd
Contact Phone:	9049405899
Contact Email:	
PO Number:	

Date:	10/28/2022
Order Number:	7513376
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	76.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
JKL Florida Times-Union	1	07/15/2022 - 07/15/2022	Public Notices
JKL Jacksonville.com	1	07/15/2022 - 07/15/2022	Public Notices

Total Order Confirmation \$556.32

**PINE RIDGE PLANTATION  
COMMUNITY DEVELOPMENT  
DISTRICT  
NOTICE OF PUBLIC HEARING  
TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2022/2023  
BUDGETS; AND NOTICE OF  
REGULAR BOARD OF SUPERVI-  
SORS' MEETING.**

The Board of Supervisors ("Board") of the Pine Ridge Plantation Community Development District ("District") will hold a public hearing on August 2, 2022 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://pineridgeplantationcdd.com>. The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record of the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

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

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Marilee Giles  
District Manager

7/15/2022

# LOCALiQ

## FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

### PROOF OF PUBLICATION

Pine Ridge Plantation Cdd  
475 W Town PL # 114  
Saint Augustine FL 32092-3649

STATE OF FLORIDA, COUNTIES OF DUVAL AND CLAY

The Florida Times-Union, a daily newspaper published in Jacksonville in Duval and Clay County, Florida; And of general circulation in Duval and Clay County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

07/08/2022

and that the fees charged are legal.  
Sworn to and subscribed before on 07/08/2022

Merrin Verheugen  
Legal Clerk  
Vicky Felty  
Notary, State of WI, County of Brown  
9/14/25

My commission expires

Publication Cost: \$1756.80

Order No: 7507614

# of Copies:

Customer No: 760056

-1

PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

VICKY FELTY  
Notary Public  
State of Wisconsin

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

**Upcoming Public Hearings, and Regular Meeting**

The Board of Supervisors ("Board") for the Pine Ridge Plantation Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: August 2, 2022  
TIME: 6:00 p.m.  
LOCATION: Pine Ridge Plantation Amenity Center  
4200 Pine Ridge Parkway  
Middletown, Florida 32068

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). The second public hearing is being held pursuant to Chapters 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2022/2023; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

**Description of Assessments**

The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use	Total Number of Units	Annual O&M	Proposed O&M Assessment (including collection costs / early payment discounts)	Change in O&M
Single Family Homes	737	\$777.00	\$984.00	\$207.00

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Clay County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2022/2023.

For Fiscal Year 2022/2023, the District intends to have the County tax collector collect the assessments imposed on certain developed property, and will directly collect the assessments imposed on the remaining benefitted property by sending out a bill prior to, or during, November 2022. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

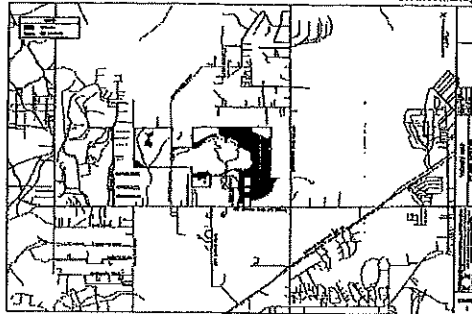
**Additional Provisions**

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-6850 ("District Manager's Office"), during normal business hours or by visiting the District's website at <https://pineridgeplantationdcd.com>. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

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

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Marilee Giles  
District Manager



# LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## PROOF OF PUBLICATION

Pine Ridge Plantation Cdd  
Pine Ridge Plantation Cdd  
475 W Town PL # 114  
Saint Augustine FL 32092-3649

### STATE OF FLORIDA, COUNTIES OF DUVAL AND CLAY

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07/15/2022

and that the fees charged are legal.

Sworn to and subscribed before on 07/15/2022

*Marilee Giles*  
Legal Clerk

*Vicky Felty*  
Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$556.32

Order No: 7513378

Customer No: 760056

PO #:

# of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

VICKY FELTY  
Notary Public  
State of Wisconsin

### PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

NOTICE OF PUBLIC HEARING  
TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2022/2023  
BUDGETS, AND NOTICE OF  
REGULAR BOARD OF SUPERVI-  
SORS' MEETING.

The Board of Supervisors ("Board") of the Pine Ridge Plantation Community Development District ("District") will hold a public hearing on August 2, 2022 at 6:00 p.m. at the Pine Ridge Plantation Amphiboly Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://pineridgeplantationcdd.com>. The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

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Marilee Giles  
District Manager

7/15/2022



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

# Invoice

Date 11/1/2022

Invoice # 131295610589

Terms	Net 20
Due Date	11/21/2022
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,063.12
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
WM Surcharge	WM Surcharge	1	ea	85.05
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p>Pool Chemicals 1.330 57200 46500 WMC 10/20/22 54A</p>				

Subtotal 1,207.22  
Shipping Cost (FEDEX GROUND) 0.00  
Total 1,207.22  
Amount Due \$1,207.22

## Remittance Slip

Customer  
13GMS100  
Invoice #  
131295610589

Amount Due \$1,207.22

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295610589



Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number:  
Account Number:  
Invoice Date:  
Direct Inquiries To:  
Phone:

6707152  
261827000  
10/25/2022  
SCOTT SCHUHLE  
954-938-2476

PINE RIDGE PLANTATION COMMUNITY  
DEVELOPMENT DISTRICT  
ATTN DISTRICT MANAGER  
475 WEST TOWN PLACE SUITE 114  
ST. AUGUSTINE FL 32092

PINE RIDGE PLANTATION CDD CAP IMP REV REF BDS SER 2020A-1 SENIOR BDS & SER 2020A-2  
SUBORDINATE BDS 2020A REVENUE ACCOUNT

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

### STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$4,040.63

All invoices are due upon receipt.

1. 310.57300.32300  
12A

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

PINE RIDGE PLANTATION CDD CAP IMP REV REF BDS  
SER 2020A-1 SENIOR BDS & SER 2020A-2  
SUBORDINATE BDS 2020A REVENUE ACCOUNT

Invoice Number:	6707152
Account Number:	261827000
Current Due:	\$4,040.63
Direct Inquiries To:	SCOTT SCHUHLE
Phone:	954-938-2476

#### Wire Instructions:

U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 261827000  
Invoice # 6707152  
Attn: Fee Dept St. Paul

#### Please mail payments to:

U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690







Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

Invoice Number: 6707152  
Invoice Date: 10/25/2022  
Account Number: 261827000  
Direct Inquiries To: SCOTT SCHUHLE  
Phone: 954-938-2476

3/3

PINE RIDGE PLANTATION CDD CAP IMP REV REF BDS  
SER 2020A-1 SENIOR BDS & SER 2020A-2  
SUBORDINATE BDS 2020A REVENUE ACCOUNT

Accounts Included 261827000 261827001 261827002 261827003 261827004 261827005  
In This Relationship: 261827006 261827007 261827008

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP				
Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
Subtotal Administration Fees - In Advance 10/01/2022 - 09/30/2023				\$3,750.00
Incidental Expenses 10/01/2022 to 09/30/2023	3,750.00	0.0775		\$290.63
Subtotal Incidental Expenses				\$290.63
TOTAL AMOUNT DUE				\$4,040.63



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



**DOWN TO  
EARTH**

LANDSCAPE & IRRIGATION

September 2022  
INV135340

89A

Pine Ridge CDD  
Pine Ridge CDD  
Governmental Management Services (GMS)  
4200 Pine Ridge Plantation  
Middleburg FL 32068  
[pmgr@riversidemgtstvc.com](mailto:pmgr@riversidemgtstvc.com)  
(000) 509-6465

Grounds Repair & maint.

1.320.53800.46000

UNSE a/16/22

DESCRIPTION	START DATE	END DATE	UNIT	PRICE
Tree Removal Camp Ridge & Pine Ridge Parkway - Estimate 35019	9/7/2022	10/7/2022	Net 30	

**Scope of Work**  
Remove one leaning dead tree near the intersection of Camp Ridge Lane and Pine Ridge Parkway.  
Grind Stump

**Tree/Plant Installation**

Subcontractor - Tree Trimming - Each

1	\$945.00	\$945.00
<b>Sub Total</b>		<b>\$945.00</b>

Amount	\$945.00
Payment Made	\$0.00
Amount Due	\$945.00

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



September 2022  
INV135341

89A

Grounds Repair & maint.

1.320.53800.46000

WEE 9/16/22

Pine Ridge CDD  
Pine Ridge CDD  
Governmental Management Services (GMS)  
4200 Pine Ridge Plantation  
Middleburg FL 32068  
[pmgr@riversidemgtsvc.com](mailto:pmgr@riversidemgtsvc.com)  
(000) 509-6465

DATE	DESCRIPTION	DATE	DATE	DATE
Tree Removal Camp Ridge Lane & Creek	9/7/2022	10/7/2022	Net 30	
Bluff Lane - Estimate 35020				

#### Scope of Work

Remove one large dead tree in park close to intersection of Camp Ridge Lane and Creek Bluff Lane.  
Stump Grind

#### Tree/Plant Installation

Subcontractor - Tree Trimming - Each

1	\$1,485.00	\$1,485.00
<b>Sub Total</b>		<b>\$1,485.00</b>

Amount Due	\$1,485.00
Payment Received	\$0.00
<b>Balance Due</b>	<b>\$1,485.00</b>

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



**DOWN TO  
EARTH**

LANDSCAPE & IRRIGATION

September 2022  
INV135342

89A

Grounds Repair & maint.

1.320.53800.46000

uncle 9/16/22

Pine Ridge CDD  
Pine Ridge CDD  
Governmental Management Services (GMS)  
4200 Pine Ridge Plantation  
Middleburg FL 32068  
[pmgr@riversidemgtsvc.com](mailto:pmgr@riversidemgtsvc.com)  
(000) 509-6465

DESCRIPTION	DATE DUE	DATE PAID	TERMS
Backyard Of 1651 Nigh Owl Tree Removal - Estimate 35021	9/7/2022	10/7/2022	Net 30

#### Scope of Work

Needs manlift access into backyard of house number 1651 Night Owl  
Remove one large dead pine tree behind fence covered in vines.  
Flush Cut stump.

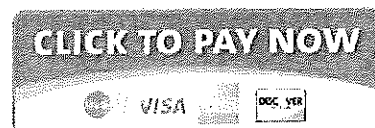
#### Tree/Plant Installation

Subcontractor - Tree Trimming - Each

1	\$2,362.50	\$2,362.50
<b>Sub Total</b>		<b>\$2,362.50</b>

GRAND TOTAL	\$2,362.50
TAXES/FEES	\$0.00
<b>TOTAL DUE</b>	<b>\$2,362.50</b>

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.





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

Invoice Number: SSI10852  
Invoice Date: 11/8/2022

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 11/23/2022  
Terms Net 15 Days

Customer ID C0000507  
P.O. Number  
P.O. Date 11/8/2022  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-OCTOBER 2022		14	14	5.00	70.00
Fees-2nd Employment Scheduling		1	1	25.00	25.00

1.330.572.345

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 95.00

Subtotal: 95.00  
Invoice Discount: 0.00  
Tax: 0.00  

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Total USD: 95.00

CLIENT NAME

INVOICE NUMBER

PINE RIDGE

CLIENT NUMBER

INVOICE DATE

11/08/2022

CLIENT ADDRESS

EVENT	DATE	DESCRIPTION	PERSONNEL	HOURS or QUANTITY	RATE	TOTAL
1	10/11/22 1400 - 10/11/22 1700	PINE RIDGE	<i>HOP</i> halston Jones 10/11/22 1400 - 10/11/22 1700	3.00	\$ 38.00	\$ 114.00
EVENT TOTAL:				(hrs) 3.00		\$ 114.00
2	10/14/22 0700 - 10/14/22 1000	PINE RIDGE	Michael Layne 10/15/22 1900 - 10/15/22 2300	4.00	\$ 38.00	\$ 152.00
EVENT TOTAL:				(hrs) 4.00		\$ 152.00
3	10/25/22 1400 - 10/25/22 1700	PINE RIDGE	<i>HOP</i> halston Jones 10/25/22 1400 - 10/25/22 1700	3.00	\$ 38.00	\$ 114.00
EVENT TOTAL:				(hrs) 3.00		\$ 114.00
4	10/27/22 0700 - 10/27/22 1000	PINE RIDGE	Michael Layne 10/29/22 2230 - 10/30/22 0230	4.00	\$ 38.00	\$ 152.00
EVENT TOTAL:				(hrs) 4.00		\$ 152.00
INVOICE TOTAL:				(hrs) 14.00		\$ 532.00

# CLAY TODAY

Clay Today  
3513 US Hwy 17  
Fleming Island, FL 32003  
904-264-3200

## INVOICE

Invoice Number: 2022-238931  
Invoice Date: 11/3/2022  
Due Date: 12/3/2022

**BILL TO**  
Pine Ridge Plantation C.D.D.  
475 W TOWN PL  
#114  
SAINT AUGUSTINE, FL 32092

**Advertiser**  
Pine Ridge Plantation C.D.D.

**Customer ID**  
19912

1.310.513.48

Invoice Notes	PO #	Pub.	Issue	Year	Ad Title	Ad Size	Color	Ad Inch	Net
42722	Meeting Nov 15	CT - Clay Today	Nov 3	2022		Column Inch	Black & White	4.2000	\$42.00
									\$42.00

<b>Total:</b>	\$42.00
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Please mail payments to:  
Osteen Media Group  
3513 US Hwy 17  
Fleming Island Florida 32003

Affidavit attached to this invoice.

Please call the office at 904-264-3200 if you would like to pay by credit card.

Please pay from this invoice. Email for inquiries or questions - [legal@claytodayonline.com](mailto:legal@claytodayonline.com). Thank you for your business.

# CLAY TODAY

## PUBLISHER AFFIDAVIT

### PUBLISHER AFFIDAVIT CLAY TODAY

Published Weekly  
Fleming Island, Florida

STATE OF FLORIDA  
COUNTY OF CLAY:

Before the undersigned authority personal appeared  
Hugh Osteen, who on oath says that he is the published of  
the "Clay Today" a newspaper published weekly at Fleming  
Island in Clay County, Florida; that the attached copy of  
advertisement  
Being a NOTICE OF MEETING

In the matter of PINE RIDGE PLANTATION CDD

LEGAL: 42722

Was published in said newspaper in the issues:  
11/03/22

Affiant further says that said "Clay Today" is a newspaper  
published at Fleming Island, 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 preceding 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.

*Hugh Osteen*

Sworn to me and subscribed before me 11/03/22

*Christie Lou Wayne*



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003  
Telephone (904) 264-3200  
FAX (904) 264-3285  
E-Mail: legal@claytodayonline.com  
Christie Wayne christie@osteenmediagroup.com

### NOTICE OF MEETING PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT

A meeting of the Board of Supervisors of the  
Pine Ridge Plantation Community Development  
District will be held on Tuesday, November 15,  
2022 at 8:00 p.m. at the Pine Ridge Plan-  
tation Amenity Center, 4200 Pine Ridge Park-  
way, 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 32082 (and  
phone (804) 940-5850). This meeting may be  
continued to a date, time, and place to be speci-  
fied on the record at the meeting.  
Any person requiring special accommoda-  
tions 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 con-  
tacting 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 42722 published Nov 3, 2022 in Clay  
County's Clay Today newspaper



**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2022/2023 Special District Fee Invoice and Update Form**  
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

<b>Invoice No.: 86904</b>			<b>Date Invoiced: 10/03/2022</b>
<b>Annual Fee: \$175.00</b>	<b>Late Fee: \$0.00</b>	<b>Received: \$0.00</b>	<b>Total Due, Postmarked by 12/02/2022: \$175.00</b>

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

**1. Special District's Name, Registered Agent's Name, and Registered Office Address:**



**Pine Ridge Plantation Community Development District**

Mr. Wesley Haber

Kutak Rock LLP

107 West College Avenue

Tallahassee, FL 32301

- 2. Telephone:** (850) 692-7300
- 3. Fax:** (850) 692-7319
- 4. Email:** Wesley.Haber@KutakRock.com
- 5. Status:** Independent
- 6. Governing Body:** Elected
- 7. Website Address:** www.pineridgeplantationcdd.com
- 8. County(ies):** Clay
- 9. Function(s):** Community Development
- 10. Boundary Map on File:** 03/23/2006
- 11. Creation Document on File:** 03/23/2006
- 12. Date Established:** 03/08/2006
- 13. Creation Method:** Local Ordinance
- 14. Local Governing Authority:** Clay County
- 15. Creation Document(s):** County Ordinance 2006-5
- 16. Statutory Authority:** Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds:** Yes
- 18. Revenue Source(s):** Assessments
- 19. Most Recent Update:** 03/07/2022

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Wesley Haber Date 10.31.2022

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

- 1. \_\_\_\_\_ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
- 2. \_\_\_\_\_ This special district is in compliance with the reporting requirements of the Department of Financial Services.
- 3. \_\_\_\_\_ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2020/2021 Annual Financial Report (if created since then, attach an Income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason: \_\_\_\_\_

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
SECRETARY

**MEMORANDUM**

**To:** All Special District Registered Agents  
**From:** Jack Gaskins Jr., Special District Accountability Program  
**Date:** October 3, 2022  
**Subject:** Fiscal Year 2022-2023 Annual State Fee and Update Requirements  
**Postmarked or Online Payment Due Date is December 2, 2022**

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This memorandum contains the guidance for complying with the annual state fee and update requirements using the enclosed *Fiscal Year 2022-2023 Annual Special District Fee Invoice and Update* document (enclosure). The state fee is \$175 per special district, unless the special district certifies that it is eligible for a zero fee. To avoid a \$25 late fee, the payment must be postmarked or paid online by **December 2, 2022**.

Special districts now have the option of paying the state fee by electronic check (Automated Clearing House Transfer), which allows a special district to transfer funds directly from its checking account to the Department of Economic Opportunity (DEO). As in the past, special districts may continue to pay the state fee using a Visa or MasterCard. All special districts are encouraged to pay the state fee online by visiting [www.FloridaJobs.org/SpecialDistrictFee](http://www.FloridaJobs.org/SpecialDistrictFee) and following the instructions.

**The Purpose of the Annual State Fee**

Chapter 189, Florida Statutes, the Uniform Special District Accountability Act (Act), assigns duties to the Special District Accountability Program administered by DEO, and requires DEO to annually collect a state fee from each special district to cover the costs of administering the Act. For more information, visit [www.FloridaJobs.org/SDAP](http://www.FloridaJobs.org/SDAP).

**The Purpose of Reviewing the Special District's Profile on the Enclosure**

The Act, along with Rule Chapter 73C-24, Florida Administrative Code, requires each special district to maintain specific information with DEO and requires DEO to make that information available through the *Official List of Special Districts* ([www.FloridaJobs.org/OfficialList](http://www.FloridaJobs.org/OfficialList)). The Florida Legislature, state agencies, and local government officials use that information to monitor special districts, coordinate activities, collect and compile financial and other information, and make informed policy decisions. It is important for each special district's registered agent to annually review the information in the enclosure, make any needed corrections or updates directly on the enclosure, and return it to DEO.

**Reminders**

Each newly created special district must have an official website containing specific information by the end of the first full fiscal year after its creation. All other special districts should already have an official website. If the special district is required to have an official website and its web address is not listed in the enclosure, the special district must provide it. The *Florida Special District Handbook* ([www.FloridaJobs.org/SpecialDistrictHandbook](http://www.FloridaJobs.org/SpecialDistrictHandbook)) provides detailed information about the website requirement along with general operating requirements. DEO encourages all special district staff and governing body members to review this handbook to help ensure compliance with state requirements.

**(TURN OVER FOR INSTRUCTIONS)**

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
(850) 245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org) | [www.Twitter.com/FLDEO](https://twitter.com/FLDEO) | [www.Facebook.com/FLDEO](https://www.Facebook.com/FLDEO)

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

**Complying with the Annual State Fee and Update Requirements**

Complete the following in time for the state fee to be postmarked or paid online by December 2, 2022.

**STEP 1: Review the special district's profile (enclosed):**

- ☐ Make any needed changes directly on the enclosure by striking through the outdated or incorrect information and writing in the new or correct information.
- ☐ Complete any missing information.
- ☐ Email or mail to DEO a boundary map and / or creation document, if not on file (see addresses below).
- ☐ Sign and date where indicated.
- ☐ Make a copy for your records.

**STEP 2: Pay the \$175 state fee or certify eligibility for the zero fee and submit the following:**

- **Paying online with a Visa or MasterCard or by electronic check:**
  - ☐ Visit [www.FloridaJobs.org/SpecialDistrictFee](http://www.FloridaJobs.org/SpecialDistrictFee) and follow the instructions – it's fast, free, and convenient.
  - ☐ Write "Paid Online" on the enclosure and email it or mail it to DEO (see addresses below).
- **Paying by check:**
  - ☐ Prepare a check payable to the **Florida Department of Economic Opportunity**.
  - ☐ Enter the invoice number in the memo field.
  - ☐ Mail the check and the completed enclosure to the address below, ensuring the post-mark date is on or before December 2, 2022.
  - ☐ If it is not possible to include the check with the enclosure, write on the enclosure "check being mailed separately" and email or mail the enclosure to DEO (see addresses below).
- **Qualifying for the zero fee (only if the special district meets all three statements in the Zero Annual Fee Certification Section):**
  - ☐ Certify eligibility by initialing **each** statement.
  - ☐ Email or mail the completed enclosure to DEO (see addresses below).

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**Mailing Address:**

Florida Department of Economic Opportunity  
Bureau of Budget Management  
107 East Madison Street, MSC-120  
Tallahassee, FL 32399-4124

**Website address for paying online, downloading a duplicate enclosure and / or DEO's W-9 Form:**

[www.FloridaJobs.org/SpecialDistrictFee](http://www.FloridaJobs.org/SpecialDistrictFee)

**Questions:**

Contact Jack Gaskins at [SpecialDistricts@DEO.MyFlorida.com](mailto:SpecialDistricts@DEO.MyFlorida.com) or 850-717-8430.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
(850) 245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org) | [www.Twitter.com/FLDEO](https://twitter.com/FLDEO) | [www.Facebook.com/FLDEO](https://www.Facebook.com/FLDEO)

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001796080202



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

# Invoice

Invoice #: 435  
Invoice Date: 8/31/2022  
Due Date: 8/31/2022  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through August 2022 1,330.57200, 34110	48.5	25.00	1,212.50
<b>Total</b>			\$1,212.50
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$1,212.50

*Jerry Lambert*  
9.9.22.

**PINE RIDGE CDD**  
**FACILITY ASSISTANT**

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
48.5	Facility Assistant	\$ 25.00	\$ 1,212.50

Covers Period: August 2022

GL # 1.390.57200.34110

**TOTAL DUE:**

**\$ 1,212.50**

RMS

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT  
ASSISTANT MANAGER BILLABLE HOURS  
FOR AUGUST 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/6/22	5.5	R.W.	Completed daily checklist, returned calls and emails
8/7/22	7	R.W.	Completed daily checklist, returned calls and emails
8/13/22	7	R.W.	Completed daily checklist, returned calls and emails
8/14/22	7	R.W.	Completed daily checklist, returned calls and emails
8/21/22	7	R.W.	Completed daily checklist, returned calls and emails
8/27/22	7	R.W.	Completed daily checklist, returned calls and emails
8/28/22	8	R.W.	Completed daily checklist, returned calls and emails
	<u>48.5</u>		

AUG 2022

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

# Invoice

Invoice #: 436  
Invoice Date: 8/31/2022  
Due Date: 8/31/2022  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Lifeguard Services through September 5, 2022 330.572,3420	131.53	17.25	2,268.89
Total			\$2,268.89
Payments/Credits			\$0.00
Balance Due			\$2,268.89

*Jerry Lambert*  
9.9.22

**PINE RIDGE CDD**

**LIFEGUARDS**

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
131.53	Lifeguards	\$ 17.25	\$ 2,268.89

Covers August 2022 - September 5, 2022

GL # 330,572,3420

TOTAL DUE:

\$ 2,268.89



**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
LIFEGUARD BILLABLE HOURS FOR AUGUST - SEPTEMBER 5, 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/4/22	4.07	C.H.	Lifeguard
8/4/22	4	J.G.	Lifeguard
8/5/22	4	P.R.	Lifeguard
8/5/22	4.2	J.G.	Lifeguard
8/6/22	1	P.R.	Lifeguard
8/7/22	5.4	B.S.	Lifeguard
8/7/22	5.52	J.G.	Lifeguard
8/7/22	5.52	M.U.	Lifeguard
8/13/22	5.22	J.G.	Lifeguard
8/13/22	4.52	B.S.	Lifeguard
8/13/22	5.32	M.U.	Lifeguard
8/14/22	5.53	J.G.	Lifeguard
8/14/22	5.48	M.U.	Lifeguard
8/14/22	4.68	B.S.	Lifeguard
8/20/22	4.85	J.G.	Lifeguard
8/20/22	4.17	M.U.	Lifeguard
8/21/22	3.97	J.G.	Lifeguard
8/21/22	3.97	R.M.	Lifeguard
8/27/22	5.53	M.U.	Lifeguard
8/27/22	5.53	R.M.	Lifeguard
8/28/22	5.37	M.U.	Lifeguard
8/28/22	5.52	B.S.	Lifeguard
9/3/22	5.1	M.U.	Lifeguard
9/3/22	5.2	B.S.	Lifeguard
9/4/22	3.33	M.U.	Lifeguard
9/4/22	3.33	R.M.	Lifeguard
9/5/22	5.6	M.U.	Lifeguard
9/5/22	5.6	R.M.	Lifeguard
<b>GRAND TOTAL</b>	<b><u>131.53</u></b>		

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


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

# Invoice

Invoice #: 440  
Invoice Date: 9/30/2022  
Due Date: 9/30/2022  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through September 2022 1.330.57200.34110	67	25.00	1,675.00
 10-7-22			

**Total** \$1,675.00

**Payments/Credits** \$0.00

**Balance Due** \$1,675.00

**PINE RIDGE CDD**

**FACILITY ASSISTANT**

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

Covers Period: September 2022

GL # 1.330.57200.34110

**TOTAL DUE:**

\$ 1,675.00

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT  
ASSISTANT MANAGER BILLABLE HOURS  
FOR SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/3/22	8	R.W.	Completed daily checklist, returned calls and emails
9/4/22	8	R.W.	Completed daily checklist, returned calls and emails
9/5/22	8	R.W.	Completed daily checklist, returned calls and emails
9/10/22	7	R.W.	Completed daily checklist, returned calls and emails
9/11/22	7	R.W.	Completed daily checklist, returned calls and emails
9/17/22	7	R.W.	Completed daily checklist, returned calls and emails
9/18/22	7	R.W.	Completed daily checklist, returned calls and emails
9/24/22	7	R.W.	Completed daily checklist, returned calls and emails
9/25/22	8	R.W.	Completed daily checklist, returned calls and emails

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67

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# Invoice

**Invoice #:** 442  
**Invoice Date:** 11/1/2022  
**Due Date:** 11/1/2022  
**Case:**  
**P.O. Number:**

**P.O. Number:**

<b>Total</b>	<b>\$9,026.26</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$9,026.26</b>

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

# Invoice

**Bill To:**

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

Invoice #: 443

Invoice Date: 11/2/2022

Due Date: 11/2/2022

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Halloween Event - 10/29/22 330.572.601		2,403.07	2,403.07
Total			\$2,403.07
Payments/Credits			\$0.00
Balance Due			\$2,403.07

11/1/22  
Cerv

# Pine Ridge Plantation

Halloween Event

10/29/22

GL#330-572-601

Total Expenses	Actual	\$2,403.07
District Checks		\$0.00
<b>TOTAL EXPENSES DUE</b>	<b>Actual</b>	<b>\$2,403.07</b>

Site	Actual
Set up and Site Management	
Site Staff	
Mileage	
<b>Totals</b>	<b>\$0.00</b>

Entertainment/Arts & Crafts	Actual
Killer clown costume & accessories	\$161.15
Goodie bag stuffers (toys, coloring books, stickers, bubbles)	\$573.21
plastic sheeting, plastic rolls, pool noodles	\$1,012.94
spider web	\$38.05
ramboard & ramboard tape	\$116.10
<b>Totals</b>	<b>\$1,901.45</b>

Food/Beverages/Supplies	Actual
Candy for goodie bags & bowls	\$501.62
<b>Totals</b>	<b>\$501.62</b>

DISTRICT CHECK	AMOUNT
Payable To:	
_____ YES _____ NO	
<b>Totals</b>	<b>\$0.00</b>

2/11/23

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

# Invoice

Invoice #: 444  
Invoice Date: 11/8/2022  
Due Date: 11/8/2022  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Stargazing Event - 11/5/22 330.572.601		44.52	44.52
Total			\$44.52
Payments/Credits			\$0.00
Balance Due			\$44.52

11/9/22  
COR



# Pine Ridge Plantation

Starvation

11/5/22

GL#330-572-601

Local Expenses	Actual
Debit Checks	\$344.52
TOTAL EXPENSES	\$300.00
	\$44.52

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

Moon pies, cosmic brownies, star crunches	Actual
	\$44.52
Totals	\$44.52

COPIES FOR MEMBERS & DUES

(Gifts/supplies, etc.)

DISPERSED CHECK

Payable To:

YES NO


NEFAS

\$300.00

Totals \$300.00

11/13/22

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**  
 Po Box 20122  
 Tampa, FL 33622-0122  
 (904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

Pine Ridge Plantation CDD - Governmental  
 Management Services  
 475 West Town Pl  
 SUITE 114  
 St Augustine, FL 32092

ACCOUNT NUMBER

DATE

BALANCE

719342

11/10/2022

\$850.00

The Lake Doctors  
 Po Box 20122  
 Tampa, FL 33622-0122

00000000075406001000000004552700000008500069

Please Return this portion with your payment

1.320.538.404

Invoice 45527B

PO #

Date	Description	Quantity	Amount	Tax	Total
4200	Pine Ridge Pkwy Middleburg, FL 32068				
11/1/2022	Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

\$850.00

To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148

Customer Account #: 719342


Portal Registration #: 26CE8D2B

Corporate Address

4651 Salisbury Rd, Suite 15  
 Jacksonville, FL 32256

Customer Portal Link: [www.lakedoctors.com/contact-us/make-a-payment/](http://www.lakedoctors.com/contact-us/make-a-payment/)

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



**The Lake Doctors, Inc.**  
 A Lake Management Service  
 Po Box 20122  
 Tampa, FL 33622-0122  
 (904) 262-5500

**PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD**



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

**ADDRESSEE**

Pine Ridge Plantation CDD - Governmental  
Management Services  
475 West Town Pl  
SUITE 114  
St Augustine, FL 32092

**ACCOUNT NUMBER**

DATE \_\_\_\_\_

BALANCE

719342

11/10/2022

\$850.00

The Lake Doctors  
Po Box 20122  
Tampa, FL 33622-0122

00000000075406001000000000574900000008500061

Please Return this portion with your payment

1.320.538.464

**Invoice 670385****PO #**[illegible]

**To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148**

Customer Account #: 719342

**Portal Registration #:** 26CE8D2B

### Corporate Address

4651 Salisbury Rd, Suite 15  
Jacksonville, FL 32256

**Customer Portal Link:** [www.lakedoctors.com/contact-us/make-a-payment/](http://www.lakedoctors.com/contact-us/make-a-payment/)

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

Always 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

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

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

28656	10/31/2022	\$154.35	11/15/2022	Net 15		
PM	Oct 26, 2022: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - 1. Manager would like a price for another incline bench like the one they have. Photo attached. 2. Spirit XT685 tread s/n 6858151706002026 has jet engine whine. Video attached SERVICE REQUEST 35032 - OCTOBER FITNESS CENTER PREVENTATIVE MAINTENANCE		1	150.00	150.00	
Processing Fee	Processing Fee		150	0.029	4.35	
BALANCE DUE						\$154.35

General Facility Maint  
1. 330, 57200. 46000 194 ✓  
11/8/22

# BrightView

Landscape Services

## INVOICE

Pine Ridge Plantation CDD  
475 W Town Place Ste 114  
St Augustine FL 32092

Customer #: 24488830  
Invoice #: 8171558  
Invoice Date: 11/1/2022  
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For November  <i>Landscape maintenance 1.320.53800.46200 183 [Signature] 11/18/22 ✓</i> <div>RECEIVED NOV 18 2022 By _____</div>	11,662.29
Total invoice amount		11,662.29
Tax amount		
Balance due		11,662.29

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#: 24488830  
Invoice #: 8171558  
Invoice Date: 11/1/2022

Amount Due: \$11,662.29

Thank you for allowing us to serve you

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

Pine Ridge Plantation CDD  
475 W Town Place Ste 114  
St Augustine FL 32092

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

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

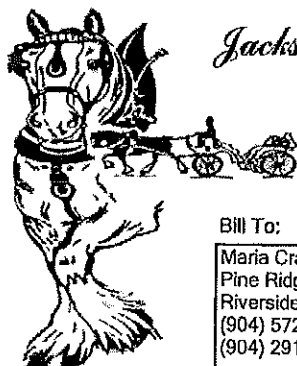
# Invoice

Invoice #: 235  
Invoice Date: 11/1/22  
Due Date: 11/1/22  
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 - November 2022		4,069.17	4,069.17
Website Administration - November 2022		100.00	100.00
Information Technology - November 2022		116.67	116.67
Dissemination Agent Services - November 2022		416.67	416.67
Office Supplies		0.66	0.66
Postage		60.59	60.59
Copies		43.65	43.65
Telephone		51.56	51.56
<div>3 1310 51300 34000✓</div>			
<b>Total</b>			<b>\$4,858.97</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,858.97</b>



# Jacksonville Carriage Co LLC

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

## Invoice

Number: 20222545

Date: 2/18/2022

### 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

Customer Email	Terms	Sales Rep
pmmgr@riversidemgtsvc.com		Bienl Boyce

Date	Service ID	Description	Quantity	Price	Amount
12/10/2022	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 12/9/2022 or balance is due.		\$650.00	\$650.00
	Balance	Balance due on arrival.		\$650.00	\$650.00

93  
1330 57200 60100 ✓

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

### 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.



KEATINGS COMMUNICATIONS  
9044659935

5742 Cedar Forest dr. N  
Jacksonville, Florida  
32210  
United States

Billed To  
Maria Cranford  
Riverside Management Services  
United States

Date of Issue  
11/05/2022  
Due Date  
11/05/2022

Invoice Number  
20220096z

Amount Due (USD)  
**\$2,380.00**

Description	Rate	Qty	Line Total
Repair Camera/Cabling Diagnosis, repair - Camera - Cabling	\$2,380.00	1	\$2,380.00
Subtotal			2,380.00
Tax			0.00
Total			2,380.00
Amount Paid			0.00

Terms  
Due upon receipt

Keatings Communications

Amount Due (USD) \$2,380.00  
Pine Ridge ✓  
Amenity Repairs & Replacements \$1,190 193  
1.336.57200.46100  
Security/Monitoring \$1,190 193  
1.336.57200.34500  
11/16/22





Live Sweet By Ashley  
livesweetbyashley@gmail.com

Invoice #000085

Issue date  
Nov 18, 2022

## Invoice #000085

Reminder: Please read the terms and conditions below. By making your deposit you are agreeing to the terms and conditions that are attached.

50% nonrefundable deposit is due to book. Remaining must be paid at least 1 week prior to event.

Any changes must be made at least 2 weeks prior to event.

Delivery is available for an additional fee.

Thank you so much for trusting me on your special day!

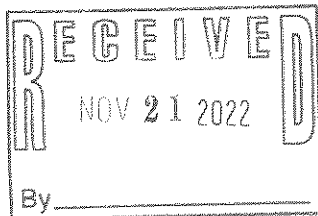
Customer  
Pineridge  
Prmgr@riversidemgtsvc.com

Invoice Details  
PDF created November 18, 2022  
\$1,800.00  
Service date December 10, 2022

Payment  
Due November 18, 2022  
\$1,800.00

Items	Quantity	Price	Amount
Cookie kits <i>4ct cookie kit</i>	150	\$12.00	\$1,800.00
Subtotal			\$1,800.00

**Total Due** **\$1,800.00**



158  
1330 57200 60100✓



### Pay online

To pay your invoice go to <https://gosq.me/u/POU3JhNI>

Or open your camera on your mobile device, and place the code on the left within the camera's view.

Matt Edmonson

# CCSO OFF-DUTY INVOICE

INVOICE DATE  
DATE: 11/01/2022 *A*

*Security/Monitoring*

*1.330.57200.34500*

*W C 11/1/22 1064*

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

FOR:  
[prmgr@riversidemqtsvc.com](mailto:prmgr@riversidemqtsvc.com)

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10-21-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2330	2.5	\$38.00	\$95.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
10-22-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2230	1.5	\$38.00	\$57.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$152.00

Make all checks payable to Matthew Edmonson

Thank you for your business!

CCSO OFF-DUTY 200000Z APR 84

Security/Monitoring  
1.330.57206.34500 100% ✓  
MC 11/1/22

FOR:  
prmgr@riversidemqtsvc.com

Thank you for your business!

Matt Edmonson

# CCSO OFF-DUTY INVOICE

INVOICE DATE  
DATE: 11/01/2022

Security/Monitoring  
1.330.57200.34500  
we 11/1/22

100%

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

FOR:  
[prmqr@riversidemqtsvc.com](mailto:prmqr@riversidemqtsvc.com)

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
08-05-2022	Neighborhood Pool and Clubhouse patrol and security	1900-2200	3	\$38.00	\$114.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
08-07-2022	Neighborhood Pool and Clubhouse patrol and security	2030-2130	1	\$38.00	\$38.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
08-12-2022	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$38.00	\$152.00
	Made contact with 4 citizens at pool				
	Patrolled Neighborhood				
08-19-2022	Neighborhood Pool and Clubhouse patrol and security	1900-2300	2.5	\$38.00	\$95.00
	Made contact with 5 citizens at pool				
	Patrolled Neighborhood				
08-20-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2230	1.5	\$38.00	\$57.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
08-26-2022	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$38.00	\$152.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$608.00

Matt Edmonson

# CCSO OFF-DUTY INVOICE

Security / Monitoring

1.330.57200.34500

106 ✓

11/1/22

INVOICE DATE  
DATE: 11/01/2022

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

FOR:  
[prmqr@riversidemgtstvc.com](mailto:prmqr@riversidemgtstvc.com)

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09-02-2022	Neighborhood Pool and Clubhouse patrol and security	1900-2200	3	\$38.00	\$114.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
09-03-2022	Neighborhood Pool and Clubhouse patrol and security	2000-2300	3	\$38.00	\$114.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
09-09-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
09-11-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
09-23-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2330	2.5	\$38.00	\$95.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$475.00

Make all checks payable to Matthew Edmonson

Thank you for your business!

Michael Layne

CCSO OFF-DUTY INVOICE

INVOICE DATE  
OCTOBER 2022

Security/Monitoring  
1.330.57200.34500

*MO* 11/1/22 174 ✓

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

FOR:  
[prmgr@riversidemgtsvc.com](mailto:prmgr@riversidemgtsvc.com)

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10/02/22	Patrolled neighborhood. Checked amenity center. Citizen Contact on Night Owl. Citizen contact on Caribbean Pine. Amenity center check. Neighborhood patrol. Talked to 2 kids on bikes. Amenity center checked.	1830/2230	4.0	\$38.00	152.00
10/15/22	Checked amenity center, neighborhood patrol, disabled vehicle at Buggy Whip and Pine Ridge, checked amenity center, Traffic crash at 4575 Pine Ridge Pkwy, checked amenity center.	1900/2300	4.0	\$38.00	152.00
10/29/22	Checked amenity center, neighborhood patrol – cool and breezy – nobody out walking, checked amenity center, neighborhood patrol, checked amenity center.	2230/0230	4.0	\$38.00	152.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		12.0		456.00
Make all checks payable to Michael Layne					
Thank you for your business!					



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
904-355-5300 • Fax: 904-353-1899 • Toll Free: 866-275-5305 • turnerpest.com

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19367981  
DATE: 10/28/2022  
ORDER: 19367981

[347869]  
Pineridge Plantation  
Amanda Rentsch  
4200 Pine Ridge Pkwy  
Middleburg, FL 32068-9216

[347869] 904-291-8878  
Pineridge Plantation  
Amanda Rentsch  
4200 Pine Ridge Pkwy  
Middleburg, FL 32068-9216

Work Date	Time	Target Pest	Technician	Time In
10/28/2022	12:26 PM	GHP		12:26 PM
Purchase Order	Amount	Last Service	Map Code	Time Out
JOHN	NET 30	10/28/2022		01:01 PM

Service	Description	Price
---------	-------------	-------

CPCQ

Commercial Pest Control - Quarterly Service

\$103.64

SUBTOTAL	\$103.64
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$103.64

General Facility maintenance  
1.330.57200.46000 152✓  
W 11/1/22

AMOUNT DUE \$103.64

1470000

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE