

PINE RIDGE PLANTATION

Community Development District

March 21, 2023

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

March 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, March 21, 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. Series 2020 Project:
 - A. Update Regarding Series 2020 Project
 - B. Ratification of Pay Requisitions (053-054)
 - C. Change Orders
- IV. Open Items
 - A. Sign at Entryway
 - B. Slide Tower
- V. Ratification of Audit Engagement Letter from Berger, Toombs, Elam, Gaines & Frank for Fiscal Year 2022 Audit
- VI. Discussion of Fiscal Year 2024 Budget
- VII. Staff Reports
 - A. Attorney
 - B. District Manager

C. Engineer – Work Authorization No. 25

D. Amenity & Operations Manager

1. Report

2. Landscape Quality Inspection Report

VIII. Public Comments / Supervisor's Requests

IX. Approval of Consent Agenda

A. Approval of the Minutes of the January 17, 2023 Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending February 28, 2023

C. Assessment Receipts Schedule

D. Approval of Check Register

X. Next Scheduled Meeting – 05/16/23 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center

XI. Adjournment

THIRD ORDER OF BUSINESS

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: 53

(B) Name of Payee:

Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

(C) Amount Payable: \$ 234.00

(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 CDD – Invoice 3182983 16423-2

(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

February 28, 2023

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

February 25, 2023

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. 3182983

Client Matter No. 16423-2

Jim Oliver
Pine Ridge CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3182983
16423-2

Re: Project Construction

For Professional Legal Services Rendered

01/17/23	W. Haber	0.70	182.00	Confer with Giles regarding status of contract; prepare response to notice to owner
01/30/23	W. Haber	0.20	52.00	Review and respond to correspondence regarding certificates of completion

TOTAL HOURS 0.90

TOTAL FOR SERVICES RENDERED \$234.00

TOTAL CURRENT AMOUNT DUE \$234.00

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(A) Requisition Number: 54

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

(C) Amount Payable: \$ 64,412.00

(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. 12

(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

☐ 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

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.

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**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: 
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Consulting Engineer

February 28, 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 12 Distribution to:

475 West Town Place, Suite #114 4200 Pine Ridge Parkway 2201 12

St. Augustine, FL 32092 Middleburg, FL 32068

PERIOD TO: 2/25/2023

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

OWNER: ARCHITECT: CONTRACTOR:

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

CONTRACTOR: Paul Hoffman

By: Paul Hoffman Date: 2/25/2023

State of: Florida County of: Duval

Subscribed and sworn to before me

Notary Public: [Signature] My Commission expires: 2/25/2023

GILBERT J. PARDEE
Notary Public, State of Florida
Commission# HH 117213
My comm. expires April 14, 2025

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 \$ 64,412.00

(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
Busham & Lucas design Group, Inc.
2023.02.28.08:33:0500 Date: 2/25/2023

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.

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 \$ 59,499

3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,733,059

4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,726,086

5. RETAINAGE: \$ 86,304

a. 5% of Completed Work (Column D + E on G703)

b. 5% of Stored Material (Column F on G703)

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 86,304

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,639,782

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,575,370

8. CURRENT PAYMENT DUE \$ 64,412

9. BALANCE TO FINISH INCLUDING RETAINAGE (Line 3 less Line 6) \$ 93,277

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 96,226	\$ (-8,100)
Total approved this Month	\$ 8,373	\$ -
TOTAL \$	\$ 107,599	\$ (-8,100)
NET CHANGES by Change Order	\$ 99,499	

SOV
Pine Ridge Plantation Amenity Improvements
Schedule of Values

2/20/12
2/25/2023

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	122,512	6,448	0	128,960	100%	\$ -
2 GENERAL REQUIREMENTS	\$ 37,800	35,910	1,890	0	37,800	100%	\$ -
3 SITE WORK	\$ 298,400	295,416	2,984	0	298,400	100%	\$ -
4 POOL DECK PAVERS	\$ 12,500	12,500	0	0	12,500	100%	\$ -
5 BASKETBALL & TENNIS COURTS	\$ 195,900	176,310	13,713	0	190,023	97%	\$ 5,877
6 FENCING	\$ 145,400	123,590	21,810	0	145,400	100%	\$ -
7 CONCRETE SIDEWALKS AND FOUNDATION	\$ 63,600	63,600	0	0	63,600	100%	\$ -
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	343,332	3,468	0	346,800	100%	\$ -
12 BENCHES AND TRASH CANS	\$ 6,000	4,800	1,200	0	6,000	100%	\$ -
13 COURT SHADE STRUCTURE	\$ 15,000	15,000	0	0	15,000	100%	\$ -
14 PLUMBING	\$ 18,200	17,290	910	0	18,200	100%	\$ -
15 ELECTRICAL	\$ 219,900	208,905	10,995	0	219,900	100%	\$ -
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	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	52,968	0	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 CONDUITS FOR SECURITY AND C.A.F.	\$ 8,373	8,373	0	0	8,373	100%	\$ -
27 CO#12 IRRIGATION SLEEVES UNDER PAVE	\$ 1,331	1,331	0	0	1,331	100%	\$ -
28 ICC FEE	\$ 109,600	104,120	4,384	0	108,504	99%	\$ 1,096
TOTAL	\$ 1,733,059	1,658,284	67,802	0	1,726,086	99.6%	\$ 6,973

**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 \$ 64,412 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: 2/25/2023

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

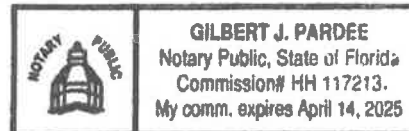
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON 2/22/2023


BY: Paul Hoffman

(☒) WHO IS PERSONALLY KNOWN TO ME OR

(☐) WHO HAS PRODUCED _____ AS IDENTIFICATION AND

WHO (☐) DID (☒) DID NOT TAKE AN OATH.




NOTARY PUBLIC

COMMISSION NO.

Gilbert Pardee
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

FIFTH ORDER OF BUSINESS



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

September 25, 2022

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

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of Pine Ridge Plantation Community Development District, (the "District"), which comprise governmental activities and each major fund as of and for the year ended September 30, 2022, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2022 and thereafter if mutually agreed upon by Pine Ridge Plantation Community Development District and Berger, Toombs, Elam, Gaines & Frank.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The Responsibilities of the Auditor

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA



Pine Ridge Plantation Community Development District
September 25, 2022
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- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will maintain our independence in accordance with the standards of the American Institute of Certified public Accountants.



Pine Ridge Plantation Community Development District
September 25, 2022
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The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparations of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
 - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;



Pine Ridge Plantation Community Development District

September 25, 2022

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- c. Additional information that we may request from management for the purpose of the audit; and
- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

- 1. That management has fulfilled its responsibilities as set out in the terms of this arrangement letter; and
- 2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Reporting

We will issue a written report upon completion of our audit of Pine Ridge Plantation Community Development District's financial statements. Our report will be addressed to the Board of Pine Ridge Plantation Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Records and Assistance

During the course of our engagement, we may accumulate records containing data that should be reflected in the of Pine Ridge Plantation Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Daniel Laughlin. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.



Pine Ridge Plantation Community Development District
September 25, 2022
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Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2022 will not exceed \$3,175, unless the scope of the engagement is changed, the assistance which of Pine Ridge Plantation Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

In the event we are requested or authorized by of Pine Ridge Plantation Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for of Pine Ridge Plantation Community Development District, of Pine Ridge Plantation Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.



Pine Ridge Plantation Community Development District
September 25, 2022
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Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Pine Ridge Plantation Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. of Pine Ridge Plantation Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Pine Ridge Plantation Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because Berger, Toombs, Elam, Gaines & Frank will rely on of Pine Ridge Plantation Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Pine Ridge Plantation Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Pine Ridge Plantation Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and of Pine Ridge Plantation Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Retention of Records

We will return to you all original records you provide to us in connection with this engagement. Further, in addition to providing you with those deliverables set forth in this engagement letter, we will provide to you a copy of any records we prepare or accumulate in connection with such deliverables which are not otherwise reflected in your books and records without which your books and records would be incomplete. You have the sole responsibility for retaining and maintaining in your possession or custody all of your financial and nonfinancial records related to this engagement. We will not host, and will not accept responsibility to host, any of your records. We, however, may maintain a copy of any records of yours necessary for us to comply with applicable law and/or professional standards or to exercise our rights under this engagement letter.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants FL

Pine Ridge Plantation Community Development District
September 25, 2022
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Any such records retained by us will be subject to the confidentiality obligations set forth herein and destroyed in accordance with our record retention policies.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam
Gaines & Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

Marilee S. Marilee Giles

FEB 28, 2023



Judson B. Baggett | 6815 Dairy Road
MBA, CPA, CVA, Partner | Zephyrhills, FL 33542
Marci Reutimann | (813) 788-2155
CPA, Partner | (813) 782-8606

Report on the Firm's System of Quality Control

To the Partners
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

October 30, 2019

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs, PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA
Signed Electronically by Baggett, Reutimann & Associates, CPAs, PA. CN: JBB31 email: jbb@baggettreutimann.com

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
(DATED SEPTEMBER 25, 2022)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

GMS-NF, LLC
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
TELEPHONE: 407-841-5524
EMAIL: ETORRES@GMSNF.COM

Auditor: J.W. Gaines

District: Pine Ridge Plantation
CDD

By: _____



Title: Director

Date: September 25, 2022

By: Marilee Giles Maul

Title: Secretary

Date: FEB 28, 2023

SEVENTH ORDER OF BUSINESS

C.

CEO/CSO.....	\$400.00	/Hr.
President.....	\$350.00	/Hr.
Executive Vice President.....	\$335.00	/Hr.
Vice President	\$260.00	/Hr.
Senior Engineer/ Senior Project Manager.....	\$215.00	/Hr.
Project Manager.....	\$200.00	/Hr.
Director.....	\$185.00	/Hr.
Engineer.....	\$175.00	/Hr.
Assistant Project Manager	\$155.00	/Hr.
Senior Planner /Planning Manager.....	\$200.00	/Hr.
Senior Environmental Scientist.....	\$215.00	/Hr.
Planner.....	\$163.00	/Hr.
CEI Senior Project Engineer.....	\$230.00	/Hr.
CEI Project Manager/Project Administrator.....	\$184.00	/Hr.
CEI Senior Inspector.....	\$163.00	/Hr.
CEI Inspector	\$132.00	/Hr.
Senior Landscape Architect.....	\$184.00	/Hr.
Landscape Architect.....	\$165.00	/Hr.
Senior Technician/Senior Specialist.....	\$163.00	/Hr.
GIS Program Manager.....	\$180.00	/Hr.
GIS Analyst	\$140.00	/Hr.
GIS Consultant.....	\$150.00	/Hr.
Senior Engineering Designer / Senior LA Designer.....	\$160.00	/Hr.
Engineering Intern	\$140.00	/Hr.
Engineering/Landscape Designer.....	\$140.00	/Hr.
CADD/GIS Technician.....	\$132.00	/Hr.
Project Coordinator / CSS.....	\$100.00	/Hr.
Administrative Support.....	\$95.00	/Hr.

*ETM's standard hourly billing rates are reevaluated annually prior to the beginning of the calendar year and subject to an increase not to exceed five (5) percent per year.

WORK AUTHORIZATION NO. 25
PINERIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
2022/2023 GENERAL CONSULTING ENGINEERING SERVICES
GENERAL FUND
(ETM No. 03-136-01-010)

Scope of Work

England-Thims & Miller, Inc. shall provide professional engineering services for the Pine Ridge Plantation Community Development District as directed by the Board of Supervisors of their designee. General consulting services shall include but not limited to:

Part 1 General Consulting Engineering Services for 2020/2023

1. Attending Regular Monthly Meetings
2. Preparation of Monthly Requisitions
3. Preparation of Cost Estimates and Budgets
4. Technical Support for Community Development District Staff
5. Development and Analysis of District Projects
6. Site Visits as Necessary
7. Prepare Presentation Documents for District Meetings

ESTIMATED FEE.....\$7,000.00

The outlined services shall be performed on a time and material basis at the currently approved rate and expense schedule. The estimated fee shall not be exceeded without further authorization. This estimated fee is not a guaranteed maximum cost.

Basis of Estimated Fee
England Thims & Miller, Inc.
Hourly Fee Schedule 2022/2023

CEO/CSO.....	\$400.00	/Hr.
President.....	\$350.00	/Hr.
Executive Vice President.....	\$335.00	/Hr.
Vice President	\$260.00	/Hr.
Senior Engineer/ Senior Project Manager.....	\$215.00	/Hr.
Project Manager.....	\$200.00	/Hr.
Director.....	\$185.00	/Hr.
Engineer.....	\$175.00	/Hr.
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CADD/GIS Technician.....	\$132.00	/Hr.
Project Coordinator / CSS.....	\$100.00	/Hr.
Administrative Support.....	\$95.00	/Hr.

*ETM's standard hourly billing rates are reevaluated annually prior to the beginning of the calendar year and subject to an increase not to exceed five (5) percent per year.

Cost such as subconsultants, printing, telephone, delivery service, mileage and travel shall be invoiced at direct costs plus 15%.

Time of Performance

Services rendered will commence upon District approval and will be completed on or before September 30, 2023.

Approval

Submitted by: 
England-Thims & Miller, Inc.

Date: 2/3/2023

Approved by: _____
Pine Ridge Plantation Community Development District

Date: _____

D.

1.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: March 21, 2023
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager & Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- Fitness Pro made repairs to the old treadmill on January 19th
- Additional free weight bench was added to the fitness center
- Existing parking lot was painted on February 25th
- Pool drain covers were replaced on 3/1/23 as required by the Health Department

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 January and February = 11
- Total number of rentals tentatively scheduled for March and April = 13
- Community yard sale took place on March 11th and 12th
- Community spring/Easter event will be held on March 25th from 3 to 6 p.m. and will feature egg hunts, petting zoo and pony rides
- El Agave Azul was at the amenity center on February 7th and again on March 7th from 5 to 8 p.m. They will be returning on April 18th and May 16th

- Che'lus Island BBQ was at the amenity center on February 23rd from 5 to 8 p.m.
- A Real Taste of Georgia was at the amenity center on February 28th and are scheduled to return on March 28th, April 25th, May 23rd, June 20th, July 18th, August 22nd, September 26th, October 17th and November 7th from 5 to 8 p.m.
- Shubachi Asian Food truck will be at the amenity center on March 17th from 5 to 8p.m. for a rare food truck Friday
- Halo-Halong Sangkap Pony Eats will be at the amenity center on Sunday, March 19th from 4 to 7 p.m.
- Jax Lumpia ATBP is scheduled to be at the amenity center on June 29th and July 20th from 5 to 8 p.m.
- Shubachi Asian Food truck is scheduled to be at the amenity center on May 17th, July 25th, August 15th, September 19th, November 28th and again on December 5th
- HOA continues to hold their monthly meeting at the clubhouse the second Thursday of every month
- First HOA meeting for Pine Ridge West was held at the amenity center on January 20th

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, January 17, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

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

Also, present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Maria Cranford	Amenity Manager
Jay Soriano	GMS
Rodney Hicks	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 that copies of the agenda were on the table if anyone wished to follow along, and invited any member of the public to speak on agenda matters. There being none, the next item followed.

THIRD ORDER OF BUSINESS**Organizational Matters****A. Appointment of Supervisor to Fill Vacant Seat (Seat 1)**

Ms. Giles noted that seat #1 was held by Jerry Ritchie. Ms. Giles gave the Board the options of appointing Mr. Ritchie to the seat to continue his term or nominate another individual to fill the vacancy. The Board nominated Mr. Ritchie to seat #1 to continue his term. She asked for a motion to approve.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the Appointment of Jerry Ritchie to Fill Vacant Seat (Seat 1), was approved.

B. Oath of Office for Newly Elected & Appointed Supervisors

Ms. Giles administered the oaths of office to Jerry Ritchie, as well as to newly elected Supervisor Jeff Lewis, and the Board members were sworn onto the Board. She also reminded them of Florida State rules and laws such as Sunshine laws.

C. Election of Officers, Resolution 2023-02

Ms. Giles noted that the resolution was to add Mr. Lewis and Mr. Ritchie as Assistant Secretaries, and the Board agreed to keep their slate of officers as it was currently held. She stated that the designation of officers would be Mr. Biagetti as the Chair, Mr. Lewis as the Vice Chair, and Mr. Nazario, Mr. Montoya, and Mr. Ritchie as Assistant Secretaries. She also added that she would be the Secretary and Treasurer, as well as Daniel Laughlin, Jim Oliver, Darrin Mossing, and Howard McGaffney being Assistant Secretaries and Assistant Treasurers. She asked for a motion to approve.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, Resolution 2023-02 as slated above, was approved.

FOURTH ORDER OF BUSINESS**Series 2020 Project:****A. Update Regarding Series 2020 Project**

Mr. Soriano gave an update on the Series 2020 Project, noting that the irrigation and landscaping operations were the biggest concerns. He also noted that he had tried to schedule a final inspection of the equipment enclosure and the shade structure, but that a hold had been placed on the final inspection due to engineering. He stated that the pool contractor didn't want

to start their equipment up until the irrigation and stabilization update was completed so that sand was not blowing onto the splash pad and getting into the filtration system. He also added that at the very least he would get the provisional certificates of completion or occupancy for the two items mentioned above.

B. Ratification of Pay Requisitions (047-050)

Ms. Giles noted that pay requisition 047 was for Basham & Lucas, 048 was Hoffman Commercial Construction, 049 was Convergent Technologies, and 050 was Hoffman Commercial Construction. She asked for a motion to ratify.

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, with all in favor, Pay Requisitions 047-050, were ratified.

Ms. Giles noted that the fund balance was \$403,245 left in the account, and that there were two more pay-outs from Hoffman Commercial for January and February for \$450,000, and this would leave them \$50,000 short in the construction fund account. She also added that the capital reserve account had \$263,000, which did not include the \$60,000 for Fiscal Year 2023 that had not been deposited into the account, which would make the total \$323,000 in the capital reserve account. She also noted that she would expect an invoice from Kutak Rock and Basham & Lucas. She explained that some items that would have put them over included \$59,000 in change orders, as well as \$52,000 for CCUA, Convergent, Keating, and the turtles.

Mr. Nazario asked if the irrigation would be added on top of those costs, and Mr. Hicks responded that it would be.

Mr. Hicks presented the irrigation portion, including that they had fixed the connection at the front of the building. He also presented a map of all the irrigation areas, which included the parking lot and the sports field. He noted that the sport field would approximately cost \$25,000, adding that it was not a formal quote. The total for the parking lot and the sports field would cost approximately \$32,000. He also noted that they were wanting to change the location of some of the irrigation areas, and if they chose to do so, the entire scope of the project, which included the parking lot and the sports field irrigation and location change, would cost approximately \$110,000.

Mr. Nazario then asked about the St. Augustine splash pad, and Mr. Hicks noted that it was separate with a cost of \$8,572, with an extra cost for irrigation at \$5,402.

Discussion ensued on how to get the cost of irrigation down by almost half, and one suggestion was to hydroseed the sports field instead of laying sod on it. It was also noted that hydroseed was approximately \$2,000 to \$3,000 per 10,000 square feet.

Mr. Lewis asked if the pool irrigation system would be damaged if they replaced the pool as planned, and Mr. Soriano noted that they had the pool irrigation designed so that the major components of it were outside the pool, and damage would be minimal.

It was decided that the Board would go ahead with the hydroseeding, and they would send a blast email out to the community to inform them to stay off the field until the grass started sprouting.

Mr. Hicks clarified that the totals for St. Augustine Area 1 sod was \$31,953, Area 2 was \$4981, Area 3 was \$7,177, Area 4 (hydroseed) was estimated at \$15,000, and the splash area in Area 5 was \$8,572.

Mr. Hicks then clarified that the cost for the irrigation was \$55,116 for the total project, with \$5,639 being the parking lot, \$5,402 being Area 5 with the splash park. The restoration and irrigation for the pool was \$3,548, the sod install for Area 1 for the parking lot at St. Augustine was \$31,953.35, and the sod install at the splash park area being \$8572.85.

It was decided that Mr. Hicks would bring back a proposal for hydroseeding in the sports field area as well as any landscaping or tree work that would need to occur.

On MOTION by Mr. Lewis, seconded by Mr. Biagetti, with all in favor, Brightview Irrigation for Areas 1, 5, and Restoration of Existing Pool Area, and Sod (Area 1 and 5), with a Total of Not to Exceed \$60,000, was approved.

Mr. Nazario asked if the slide tower repair was supposed to be taken out of the Capital Reserves as well, and Mr. Soriano replied that it was. He also added he had to get a finalized quote and that he did not see any other large purchases occurring within the fiscal year that would come out of the Capital Reserves.

Mr. Haber asked that an amendment to the ongoing maintenance include the above-mentioned scope of the work.

Mr. Nazario asked how long it would take to get the approval, and Mr. Soriano noted that he would get that information out to the Board as soon as he had it.

Discussion also ensued regarding having a 5-year study plan done as to what the community would need in the near future, and it was agreed that one would occur after the current project was completed.

Ms. Giles also made a note that insurance would go up during the next year due to the addition of the new fencing and pools. Ms. Cranford added that there was a conversation with the HOA in which they were willing to make a donation for improvements for the CDD.

Mr. Haber noted that the HOA would most likely want the CDD to enter into an agreement with them that they are willing to make a donation to the CDD to fund improvements, and that the District agreed that they would spend the money only for those improvements.

C. Change Orders (14)

Ms. Giles presented Change Order 14 for \$1,000 to stripe the parking lot and asked for a motion to approve.

On MOTION by Mr. Lewis, seconded by Mr. Montoya, with all in favor, Change Order #14 for \$1,000 to Stripe the Parking Lot, was approved.

FIFTH ORDER OF BUSINESS

Open Items

A. Sign at Entryway

Mr. Soriano noted that they were going to continue to work on fixing the sign at the entryway, and repair everything that they could.

B. Slide Tower

Mr. Soriano stated that for the slide tower, they would need 26 railing panels, 26 “L” brackets, and the total estimate would be approximately \$15,600, not counting the fiber glass. The total cost for the slide tower would approximately \$30,000. He noted he would keep the Board updated if he could get the numbers any lower than they were.

SIXTH 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 and Operations Manager report, noting that the build-up of dirt that was along Pine Ridge Parkway was removed, and trash pickup around the ponds was being completed as well.

2. Landscape Quality Inspection Report

Ms. Cranford had nothing further to report.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Public Comments/Supervisor's Requests

Public Comments:

There were no public comments.

Supervisor Requests:

Mr. Nazario asked if they would be planning a grand opening, and Ms. Cranford responded that they would have something planned.

Mr. Ritchie noted that by Clay Charter, there were vehicles that were parked there that weren't supposed to be there, and asked if they could put up "no parking" signs.

Ms. Cranford responded that they had talked to police officers in the area and the area that the individuals were parking in belonged to the county, therefore the CDD had no control over it.

NINTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the November 15, 2022 Meeting

Ms. Giles stated the minutes of the November 15, 2022 meeting were in the packet for Board review. The Board had no changes to the minutes.

On MOTION by Mr. Biagetti, seconded by Mr. Lewis, with all in favor, the Minutes of the November 15, 2022 Meeting, were approved.

B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending December 31, 2022

Ms. Giles stated these ended December 31, 2022.

C. Assessment Receipts Schedule

Ms. Giles stated that they were 89% collected.

D. Approval of Check Register

Ms. Giles stated the check register is for \$107,767.02. She pointed out that this number included two months' worth of check runs. She asked for a motion to approve.

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

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 02/15/23 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next meeting is scheduled for February 15, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

ELEVENTH ORDER OF BUSINESS

Continuation of Meeting

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the meeting was continued to February 15, 2023 at 6:00 p.m.

Secretary / Assistant Secretary

Chairman / Vice Chairman

B.

Pine Ridge Plantation

Community Development District

Unaudited Financial Reporting
February 28, 2023

Meeting Date
March 21, 2023



Table of Contents

I. Financial Statements - Unaudited Financial Reporting

II. Special Assessments Report

III. Check Registers Summary -12/1/2022 -2/28/2023

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
February 28, 2023

	General	Capital Reserve	Debt Service	Capital Projects	Totals Governmental Funds
ASSETS:					
CASH	\$669,223	\$59,601	---	---	\$728,825
INVESTMENTS					
Reserve A-1	---	---	\$173,593	---	\$173,593
Reserve A-2	---	---	\$114,609	---	\$114,609
Revenue A	---	---	\$913,159	---	\$913,159
Prepayment	---	---	\$13,536	---	\$13,536
Construction	---	---	---	\$46,567	\$46,567
State Board	\$569,494	\$205,788	---	---	\$775,282
US Bank Custody	\$50,744	---	---	---	\$50,744
TOTAL ASSETS	\$1,289,461	\$265,389	\$1,214,896	\$46,567	\$2,816,314
LIABILITIES:					
ACCOUNTS PAYABLE	\$10,728	---	---	---	\$10,728
ACCRUED EXPENSES	\$3,431	---	---	---	\$3,431
RETAINAGE PAYABLE	---	---	---	\$90,233	\$90,233
DUE TO GENERAL FUND	---	---	---	---	\$0
TOTAL LIABILITIES	\$14,158	\$0	\$0	\$90,233	\$104,391
FUND BALANCES:					
NONSPENDABLE	\$0	---	---	---	\$0
ASSIGNED	\$43,187	---	---	---	\$43,187
UNASSIGNED	\$1,232,115	---	---	---	\$1,232,115
RESTRICTED FOR DEBT SERVICE	---	---	\$1,214,896	---	\$1,214,896
RESTRICTED FOR CAPITAL PROJECTS	---	\$265,389	---	(\$43,666)	\$221,723
TOTAL FUND BALANCES	\$1,275,302	\$265,389	\$1,214,896	(\$43,666)	\$2,711,922
TOTAL LIABILITIES & FUND EQUITY	\$1,289,461	\$265,389	\$1,214,896	\$46,567	\$2,816,314

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended February 28, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 02/28/23	THRU 02/28/23	VARIANCE

REVENUES:

Assessments - Tax Collector	\$681,433	\$666,577	\$666,577	\$0
Misc./Facility Rental Income	\$3,000	\$1,250	\$2,300	\$1,050
Interest Income	\$600	\$250	\$13,205	\$12,955

TOTAL REVENUES	\$685,033	\$668,077	\$682,082	\$14,005
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EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees/FICA Taxes	\$10,334	\$4,306	\$4,091	\$215
Engineering	\$7,000	\$2,917	\$0	\$2,917
Attorney	\$20,000	\$5,000	\$4,155	\$845
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	\$2,083	\$2,083	(\$0)
Management Fees	\$48,830	\$20,346	\$20,346	(\$0)
Computer Time	\$1,400	\$583	\$583	(\$0)
Telephone	\$500	\$208	\$133	\$75
Postage	\$1,000	\$417	\$115	\$302
Printing & Binding	\$1,200	\$500	\$290	\$210
Insurance	\$9,948	\$8,911	\$8,911	\$0
Legal Advertising	\$2,500	\$1,042	\$303	\$739
Other Current Charges	\$600	\$250	\$125	\$125
Website Domain	\$1,200	\$500	\$500	\$0
Office Supplies	\$300	\$125	\$3	\$122
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

ADMINISTRATIVE EXPENDITURES	\$125,622	\$57,263	\$51,713	\$5,551
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GROUPS MAINTENANCE:

Landscape Maintenance	\$126,000	\$52,500	\$46,649	\$5,851
Lake Maintenance	\$12,930	\$5,388	\$4,250	\$1,138
Electric	\$2,500	\$1,042	\$800	\$242
Water	\$26,000	\$10,833	\$5,475	\$5,359
Repairs And Maintenance	\$20,000	\$8,333	\$5,172	\$3,161
Irrigation Repairs	\$3,500	\$1,458	\$3,144	(\$1,686)
Contingencies	\$4,451	\$1,855	\$0	\$1,855

GROUPS MAINTENANCE EXPENDITURES	\$195,381	\$81,409	\$65,491	\$15,918
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PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended February 28, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 02/28/23	THRU 02/28/23	VARIANCE
EXPENDITURES:				
<u>AMENITY CENTER</u>				
Insurance	\$12,310	\$12,310	\$11,588	\$722
General Facility Maintenance	\$17,000	\$7,083	\$6,762	\$321
Repairs & Replacements	\$25,000	\$10,417	\$10,016	\$401
Recreational Passes	\$500	\$208	\$0	\$208
Postage	\$100	\$42	\$0	\$42
Printing & Email Marketing	\$125	\$52	\$0	\$52
Office Supplies	\$700	\$292	\$0	\$292
Other Current Charges	\$250	\$104	\$0	\$104
Permit Fees	\$250	\$0	\$0	\$0
Contingency	\$5,000	\$2,083	\$0	\$2,083
Special Events	\$15,000	\$7,616	\$7,616	\$0
Refuse Service	\$9,600	\$4,000	\$4,047	(\$47)
Security	\$12,500	\$5,208	\$7,164	(\$1,956)
Gate Monitor	\$6,146	\$2,561	\$0	\$2,561
<u>Utilities</u>				
Water & Sewer	\$4,500	\$1,875	\$1,989	(\$114)
Electric	\$23,000	\$9,583	\$8,922	\$661
Cable/Phone/Internet	\$4,200	\$1,750	\$1,878	(\$128)
<u>Management Contracts</u>				
Amenity Management	\$61,859	\$25,775	\$25,775	\$0
Facility Assistant	\$19,489	\$8,120	\$0	\$8,120
Field Management Services	\$24,179	\$10,075	\$10,075	\$0
Lifeguards	\$19,080	\$0	\$0	\$0
Pool Maintenance	\$13,500	\$5,625	\$5,625	\$0
Pool Chemicals	\$16,159	\$6,733	\$6,633	\$100
Janitorial	\$8,777	\$3,657	\$3,657	\$0
Janitorial Supplies	\$4,000	\$1,667	\$760	\$906
Holiday Decorations	\$0	\$0	\$72	(\$72)
AMENITY CENTER EXPENDITURES	\$303,225	\$126,836	\$112,579	\$14,258
<u>OTHER FINANCIAL SOURCES AND USES</u>				
Capital Reserve - Transfer Out	\$60,805	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES AND USES	\$60,805	\$0	\$0	\$0
TOTAL EXPENDITURES	\$685,033	\$265,509	\$229,782	\$35,726
EXCESS REVENUES (EXPENDITURES)	\$0		\$452,300	
FUND BALANCE - Beginning	\$43,187		\$823,003	
FUND BALANCE - Ending	\$43,187		\$1,275,302	

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
<u>REVENUES:</u>														
Assessments - Tax Collector	\$681,433	\$0	\$24,848	\$625,271	\$6,322	\$10,136	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$666,577
Interest Income	\$600	\$2,184	\$2,207	\$2,334	\$3,042	\$3,439	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,205
Misc./Facility Rental Income	\$3,000	\$600	\$0	\$0	\$850	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,300
TOTAL REVENUES	\$685,033	\$2,784	\$27,055	\$627,605	\$10,214	\$14,424	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$682,082
<u>EXPENDITURES:</u>														
<u>ADMINISTRATIVE:</u>														
Supervisors Fees/FICA Taxes	\$10,334	\$1,077	\$1,077	\$0	\$1,077	\$861	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,091
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	\$417	\$417	\$417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,083
Assessment Roll	\$5,260	\$5,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260
Attorney	\$20,000	\$1,273	\$1,196	\$0	\$1,686	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,155
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	\$4,069	\$4,069	\$4,069	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,346
Computer Time	\$1,400	\$117	\$117	\$117	\$117	\$117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$583
Telephone	\$500	\$0	\$52	\$27	\$55	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$133
Postage	\$1,000	\$10	\$61	\$12	\$17	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115
Printing & Binding	\$1,200	\$78	\$44	\$39	\$71	\$58	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$290
Insurance	\$9,948	\$8,911	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,911
Legal Advertising	\$2,500	\$261	\$42	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$303
Other Current Charges	\$600	\$15	\$35	\$15	\$45	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125
Website Domain	\$1,200	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
Office Supplies	\$300	\$0	\$1	\$1	\$1	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
ADMINISTRATIVE EXPENDITURES	\$125,622	\$26,402	\$7,208	\$4,796	\$7,654	\$5,652	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$51,713
<u>GROUNDS MAINTENANCE:</u>														
Landscape Maintenance	\$126,000	\$0	\$11,662	\$11,662	\$11,662	\$11,662	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46,649
Lake Maintenance	\$12,930	\$850	\$850	\$850	\$850	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,250
Electric	\$2,500	\$158	\$161	\$160	\$160	\$161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800
Water	\$26,000	\$1,010	\$995	\$1,052	\$1,354	\$1,064	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,475
Repairs And Maintenance	\$20,000	\$0	\$0	\$0	\$5,172	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,172
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
GROUNDS MAINTENANCE EXPENDITURES	\$195,381	\$2,018	\$16,813	\$13,724	\$19,198	\$13,737	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,491

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
<u>AMENITY CENTER</u>														
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	\$2,288	\$474	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,762
Repairs & Replacements	\$25,000	\$0	\$1,539	\$1,326	\$2,476	\$4,675	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,016
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	\$2,230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,616
Refuse Service	\$9,600	\$778	\$778	\$778	\$856	\$856	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,047
Security	\$12,500	\$791	\$1,582	\$809	\$924	\$3,058	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,164
Gate Monitor	\$6,146	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Utilities</u>														
Water & Sewer	\$4,500	\$319	\$314	\$644	\$349	\$363	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,989
Electric	\$23,000	\$1,872	\$1,773	\$1,601	\$1,833	\$1,843	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,922
Cable/Phone/Internet	\$4,200	\$368	\$368	\$368	\$387	\$387	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,878
<u>Management Contracts</u>														
Amenity Management	\$61,859	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,775
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	\$2,015	\$2,015	\$2,015	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,075
Lifeguards	\$19,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$13,500	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,625
Pool Chemicals	\$16,159	\$1,207	\$1,207	\$1,207	\$1,506	\$1,506	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,633
Janitorial	\$8,777	\$731	\$731	\$731	\$731	\$731	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,657
Janitorial Supplies	\$4,000	\$170	\$198	\$101	\$291	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$760
Holiday Decorations	\$0	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$72
AMENITY CENTER EXPENDITURES	\$303,225	\$30,820	\$21,545	\$20,378	\$18,122	\$21,714	\$0	\$0	\$0	\$0	\$0	0	\$0	\$112,579
<u>OTHER SOURCES USES:</u>														
Capital Reserve - Transfer Out	\$60,805	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER SOURCES/(USES)	\$60,805	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$685,033	\$59,240	\$45,566	\$38,899	\$44,974	\$41,103	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$229,782
EXCESS REVENUES (EXPENDITURES)	\$0	(\$56,456)	(\$18,511)	\$588,706	(\$34,760)	(\$26,679)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$452,300

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended February 28, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 02/28/23	THRU 02/28/23	VARIANCE
REVENUES:				
Capital Reserve Funding - Transfer In	\$60,805	\$0	\$0	\$0
Interest	\$500	\$208	\$3,481	\$3,272
TOTAL REVENUES	\$61,305	\$208	\$3,481	\$3,272
EXPENDITURES:				
Capital Outlay	\$30,000	\$12,500	\$0	\$12,500
Culture/Recreation	\$30,000	\$12,500	\$0	\$12,500
Repair and Maintenance	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$60,000	\$25,000	\$0	\$25,000
EXCESS REVENUES (EXPENDITURES)	\$1,305		\$3,481	
FUND BALANCE - Beginning	\$273,556		\$261,908	
FUND BALANCE - Ending	\$274,861		\$265,389	

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 February 28, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 02/28/23	THRU 02/28/23	VARIANCE
REVENUES:				
Assessments - Tax Roll	\$926,572	\$906,400	\$906,400	\$0
Interest Income	\$250	\$104	\$8,824	\$8,719
TOTAL REVENUES	\$926,822	\$906,504	\$915,223	\$8,719
EXPENDITURES:				
DS 2020A1				
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
DS 2020A2				
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
TOTAL EXPENDITURES	\$924,049	\$152,024	\$152,024	(\$0)
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$2,773		\$763,199	
FUND BALANCE - Beginning	\$161,970		\$451,698	
FUND BALANCE - Ending	\$164,743		\$1,214,896	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL PROJECTS FUND 2020

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended February 28, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 02/28/23	THRU 02/28/23	VARIANCE
REVENUES:				
Interest Income	\$0	\$0	\$8,176	\$8,176
TOTAL REVENUES	\$0	\$0	\$8,176	\$8,176
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$835,217	(\$835,217)
Cost of Issuance	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$835,217	(\$835,217)
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		(\$827,041)	
FUND BALANCE - Beginning	\$0		\$783,375	
FUND BALANCE - Ending	\$0		(\$43,666)	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

Long-term Debt Report

Series 2020A1 Capital Improvement Revenue Refunding Bond

Original Issue Amount:	\$9,545,000
Interest Rate:	2.00% - 3.00%
Maturity Date:	May 1, 2037
Reserve Fund Definition:	25% of Max Annual Debt Service
Reserve Fund Requirement:	\$173,525
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:	\$8,610,000

*Assured Guaranty Municipal Corp Surety Bond \$173,592.51

Series 2020A2 Capital Improvement Revenue Refunding Bond

Original Issue Amount:	\$2,890,000
Interest Rate:	2.75% - 3.75%
Maturity Date:	May 1, 2037
Reserve Fund Definition:	50% of Max Annual Debt Service
Reserve Fund Requirement:	\$114,609
Reserve Fund Balance:	\$114,609
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:	\$2,620,000

C.

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

ASSESSED	#UNITS ASSESSED	SERIES 2020A DEBT ASSESSED	FY20 O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	737	926,571.52	681,411.48	1,607,983.00
TOTAL ASSESSED NET	737	926,571.52	681,411.48	1,607,983.00

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	30,468.43	909,014.63	668,499.94	1,577,514.57
TOTAL RECEIPTS	30,468.43	909,014.63	668,499.94	1,577,514.57

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	SERIES 2006 DEBT			TOTAL
	DATE RECEIVED	RECEIVED	O&M RECEIPTS	
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
5	12/19/2022	51,310.91	37,734.64	89,045.55
6	1/11/2023	8,596.67	6,322.09	14,918.76
7	2/8/2023	13,782.09	10,135.51	23,917.60
8	3/7/2023	2,614.93	1,923.05	4,537.98
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL FY20 TAX ROLL RECE		909,014.63	668,499.94	1,577,514.57

%TAX ROLL COLLECTED FY20	98.11%	98.11%	98.11%
TOTAL COLLECTED FY20	98.11%	98.11%	98.11%

D.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

12/1/2022 - 2/28/2023

Date	Check Numbers	Amount
General Fund		
12/1/2022 - 12/31/2022	3121-3132	\$ 29,637.96
1/1/2023 - 1/31/2023	3133-3150	\$ 47,737.67
2/1/2023 - 2/28/2023	3151-3159	\$ 33,948.94
		<hr/>
		\$ 111,324.57
Utilities and Autopayments		
December 13, 2023	Waste Management	\$ 778.27
December 16, 2023	SafeTouch	\$ 88.05
December 27, 2023	Comcast	\$ 367.71
December 30, 2023	CCUA	\$ 1,696.50
December 30, 2023	Clay Electric	\$ 1,761.00
January 13, 2023	Waste Management	\$ 856.11
January 18, 2023	SafeTouch	\$ 88.05
January 25, 2023	Comcast	\$ 387.18
January 27, 2023	CCUA	\$ 1,702.79
February 1, 2023	Clay Electric	\$ 1,993.00
February 15, 2023	Waste Management	\$ 856.11
February 16, 2023	SafeTouch	\$ 88.05
February 27, 2023	Comcast	\$ 3,887.19
		<hr/>
TOTAL UTILITIES PAID ONLINE OR AUTOPAY		\$ 14,550.01
		<hr/>
		\$ 125,874.58

*Fedex invoices available upon request.

AP300R
*** CHECK NOS. 003121-003159

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

RUN 3/07/23

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/02/22	00185	10/31/22 3126885	202209 310-51300-31500	OCT GENERAL SERVICES	*	2,594.00	
				KUTAK ROCK LLP			2,594.00 003121
12/02/22	00185	11/30/22 3141702	202210 310-51300-31500	OCT GENERAL COUNSEL	*	1,273.00	
				KUTAK ROCK LLP			1,273.00 003122
12/02/22	00073	11/18/22 446	202210 330-57200-46000	GENERAL MAINTENANCE	*	1,703.79	
		11/18/22 446	202210 330-57200-46201	JAMITORIAL SUPPLIES	*	170.32	
				RIVERSIDE MANAGEMENT SERVICES INC			1,874.11 003123
12/22/22	00183	11/30/22 8198905	202211 320-53800-46300	IRRIGATION REPAIR	*	3,144.49	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			3,144.49 003124
12/22/22	00003	12/01/22 236	202212 310-51300-34000	DEC MANAGEMENT FEES	*	4,069.17	
		12/01/22 236	202212 310-51300-49100	DEC WEBSITE ADMIN	*	100.00	
		12/01/22 236	202212 310-51300-35100	DEC INFORMATION TECH	*	116.67	
		12/01/22 236	202212 310-51300-31300	DEC DISSEMINATION SERVICE	*	416.67	
		12/01/22 236	202212 310-51300-51000	OFFICE SUPPLIES	*	.63	
		12/01/22 236	202212 310-51300-42000	POSTAGE	*	12.09	
		12/01/22 236	202212 310-51300-42500	COPIES	*	39.45	
		12/01/22 236	202212 310-51300-41000	TELEPHONE	*	26.69	
				GOVERNMENTAL MANAGEMENT SERVICES			4,781.37 003125
12/22/22	00168	12/09/22 12092022	202212 330-57200-60100	CHRISTMAS PARTY 12/10/22	*	630.00	
		12/09/22 12092022	202212 330-57200-60100	CHRISTMAS PARTY 12/10/22	V	630.00-	
				KEVIN M. MASON			.00 003126
12/22/22	00168	12/10/22 12102022	202212 330-57200-60100	CHRISTMAS EVENT 12/10/22	*	630.00	
				KEVIN M. MASON			630.00 003127

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 003121-003159

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

RUN 3/07/23

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/22/22	00054	12/21/22 13129561	202212 330-57200-46500	DEC POOL CHEMICALS	*	1,207.22	
				POOLSURE			1,207.22 003128
12/22/22	00073	12/01/22 445	202212 330-57200-46200	DEC JANITORIAL SERVICES	*	731.42	
		12/01/22 445	202212 330-57200-46400	DEC POOL MAINTENANCE	*	1,125.00	
		12/01/22 445	202212 330-57200-34000	DEC CONTRACT ADMIN	*	2,014.92	
		12/01/22 445	202212 330-57200-34100	DEC FACILITY MANAGEMENT	*	5,154.92	
				RIVERSIDE MANAGEMENT SERVICES INC			9,026.26 003129
12/22/22	00076	12/02/22 57440B	202212 320-53800-46400	DEC LAKE MAINTENANCE	*	850.00	
				THE LAKE DOCTORS INC			850.00 003130
12/29/22	00073	12/09/22 447	202211 330-57200-46000	NOV FACILITY MAINTENANCE	*	2,038.77	
		12/09/22 447	202211 330-57200-46201	NOV JANITORIAL SUPPLIES	*	198.10	
		12/09/22 447	202211 330-57200-60200	NOV HOLIDAY SUPPLIES	*	72.30	
		12/09/22 447	202211 330-57200-46100	NOV AMENITY REPAIRS	*	348.84	
				RIVERSIDE MANAGEMENT SERVICES INC			2,658.01 003131
12/29/22	00073	12/15/22 449	202212 330-57200-60100	CHRISTMAS EVENT 12/10/22	*	1,599.50	
				RIVERSIDE MANAGEMENT SERVICES INC			1,599.50 003132
1/17/23	00194	1/05/23 29028	202301 330-57200-46000	JAN PREVENT MAINTENANCE	*	180.00	
				ALLWAYS IMPROVING LLC DBA FITNESS P			180.00 003133
1/17/23	00194	1/10/23 29042	202301 330-57200-46100	7 POSITION ADJUST BENCH	*	600.00	
				ALLWAYS IMPROVING LLC DBA FITNESS P			600.00 003134
1/17/23	00003	1/01/23 237	202301 310-51300-34000	JAN MANAGEMENT FEES	*	4,069.17	
		1/01/23 237	202301 310-51300-49100	JAN WEBSITE ADMIN	*	100.00	
		1/01/23 237	202301 310-51300-35100	JAN INFORMATION TECH	*	116.67	

PRP --PINERIDGE-- BPEREGRINO

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

RUN 3/07/23

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		1/01/23 237	202301 310-51300-31300		*	416.67	
			JAN DISSEMINATION SERVICE				
		1/01/23 237	202301 310-51300-51000		*	.54	
			OFFICE SUPPLIES				
		1/01/23 237	202301 310-51300-42000		*	17.40	
			POSTAGE				
		1/01/23 237	202301 310-51300-42500		*	71.10	
			COPIES				
		1/01/23 237	202301 310-51300-41000		*	54.65	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			4,846.20 003135
1/17/23	00176	12/11/22 12112022	202212 330-57200-34500		*	372.00	
			SECURITY 12/11 & 12/23/22				
				MICHAEL C LAYNE			372.00 003136
1/17/23	00054	1/01/23 13129561	202301 330-57200-46500		*	1,505.74	
			JAN POOL CHEMICALS				
				POOLSURE			1,505.74 003137
1/17/23	00073	1/01/23 448	202301 330-57200-46200		*	731.42	
			JAN JANITORIAL SERVICES				
		1/01/23 448	202301 330-57200-46400		*	1,125.00	
			JAN POOL MAINTENANCE				
		1/01/23 448	202301 330-57200-34000		*	2,014.92	
			JAN CONTRACT ADMIN				
		1/01/23 448	202301 330-57200-34100		*	5,154.92	
			JAN FACILITY MAINT				
				RIVERSIDE MANAGEMENT SERVICES INC			9,026.26 003138
1/17/23	00076	1/01/23 63802B	202301 320-53800-46400		*	850.00	
			JAN LAKE MAINTENANCE				
				THE LAKE DOCTORS INC			850.00 003139
1/25/23	00183	12/01/22 8181441	202212 320-53800-46200		*	11,662.29	
			DEC LANDSCAPE MAINTENANCE				
		1/01/23 8221896	202301 320-53800-46200		*	11,662.29	
			JAN LANDSCAPE MAINTENANCE				
				BRIGHTVIEW LANDSCAPE SERVICES, INC			23,324.58 003140
1/25/23	00190	12/31/22 00051796	202210 310-51300-48000		*	260.99	
			NOT 10.19.22 MEETING				
				CA FLORIDA HOLDINGS, LLC			260.99 003141
1/25/23	00107	1/09/23 SSI10958	202212 330-57200-34500		*	20.00	
			DEC EMPLOY ADMIN FEE				

PRP --PINERIDGE-- BPEREGRINO

AP300R
*** CHECK NOS. 003121-003159

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

RUN 3/07/23

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		1/09/23	SSI10958 202212 330-57200-34500		*	25.00	
			DEC EMPLOY SCHEDULING				
				CLAY COUNTY SHERIFF'S OFFICE			45.00 003142
1/25/23	00069	1/05/23	2023-242 202301 310-51300-48000		*	42.00	
			NOT 01.17.23 MEETING				
		1/05/23	2023-242 202301 310-51300-48000		V	42.00-	
			NOT 01.17.23 MEETING				
				OSTEEN MEDIA GROUP - CLAY TODAY			.00 003143
1/25/23	00089	9/21/22	INV13598 202209 320-53800-46000		*	255.00	
			FILL SINKHOLE				
				DOWN TO EARTH			255.00 003144
1/25/23	00008	1/09/23	0206391 202210 310-51300-31100		*	67.50	
			AMEN CEN PAY APP PREP				
		1/09/23	0206391 202210 310-51300-31100		V	67.50-	
			AMEN CEN PAY APP PREP				
				ENGLAND-THIMS & MILLER, INC.			.00 003145
1/25/23	00039	1/05/23	29028 202301 330-57200-46000		*	180.00	
			JAN PREVENTATIVE MAINT				
		1/10/23	29042 202301 330-57200-46100		*	600.00	
			HOIST ADJ BENCH				
		1/19/23	29141 202301 330-57200-46100		*	667.56	
			INSTALL TREADMILL MOTOR				
				FITNESS PRO			1,447.56 003146
1/25/23	00185	12/30/22	3158236 202211 310-51300-31500		*	1,196.00	
			NOV LEGAL SERVICES				
				KUTAK ROCK LLP			1,196.00 003147
1/25/23	00131	12/28/22	PSI93939 202212 330-57200-46000		*	1,002.00	
			ANNUAL INSPECTIONS				
				PYE-BARKER FIRE & SAFETY, INC.			1,002.00 003148
1/25/23	00073	1/12/23	450 202212 330-57200-46000		*	1,285.68	
			DEC GEN FACILITY MAINT				
		1/12/23	450 202212 330-57200-46100		*	1,325.58	
			DEC AMENITY REPAIRS				
		1/12/23	450 202212 330-57200-46201		*	101.08	
			DEC JAN SUPPLIES				
				RIVERSIDE MANAGEMENT SERVICES INC			2,712.34 003149
1/25/23	00152	1/14/23	20623434 202301 330-57200-46000		*	114.00	
			QUARTERLY PEST CONTROL				
				TURNER PEST CONTROL,LLC			114.00 003150
				PRP --PINERIDGE-- BPEREGRINO			

AP300R
*** CHECK NOS. 003121-003159

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

RUN 3/07/23

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
2/06/23	00183	2/01/23 8259193	202302 320-53800-46200	FEB LANDSCAPE MAINTENANCE	*	11,662.29	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			11,662.29 003151
2/06/23	00448	1/17/23 01172023	202301 310-51300-49000	J. LEWIS OATH FEE	*	10.00	
				FLORIDA DIVISION OF ELECTIONS			10.00 003152
2/06/23	00106	1/31/23 01312023	202212 330-57200-34500	DEC SECURITY/MONITORING	*	304.00	
		1/31/23 01312023	202301 330-57200-34500	JAN SECURITY/MONITORING	*	532.00	
		1/31/23 01312023	202211 330-57200-34500	NOV SECURITY/MONITORING	*	304.00	
				MATTHEW EDMONSON			1,140.00 003153
2/06/23	00176	1/31/23 01312023	202301 330-57200-34500	JAN SECURITY/MONITORING	*	304.00	
				MICHAEL C LAYNE			304.00 003154
2/06/23	00054	2/01/23 13129561	202302 330-57200-46500	FEB POOL CHEMICALS	*	1,505.74	
				POOLSURE			1,505.74 003155
2/06/23	00076	2/01/23 72643B	202302 320-53800-46400	FEB LAKE MAINTENANCE	*	850.00	
				THE LAKE DOCTORS INC			850.00 003156
2/17/23	00003	2/01/23 238	202302 310-51300-34000	FEB MANAGEMENT FEES	*	4,069.17	
		2/01/23 238	202302 310-51300-49100	FEB WEBSITE ADMIN	*	100.00	
		2/01/23 238	202302 310-51300-35100	FEB INFO TECH	*	116.67	
		2/01/23 238	202302 310-51300-31300	FEB DISSEM AGENT SERVICES	*	416.67	
		2/01/23 238	202302 310-51300-51000	OFFICE SUPPLIES	*	.75	
		2/01/23 238	202302 310-51300-42000	POSTAGE	*	14.79	
		2/01/23 238	202302 310-51300-42500	COPIES	*	57.60	
				GOVERNMENTAL MANAGEMENT SERVICES			4,775.65 003157
2/17/23	00073	2/01/23 451	202302 330-57200-46200	FEB JANITORIAL SERVICES	*	731.42	

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 3/07/23

PAGE 6

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		2/01/23 451	202302 330-57200-46400		*	1,125.00	
			FEB POOL MAINTENANCE SRVC				
		2/01/23 451	202302 330-57200-34000		*	2,014.92	
			FEB CONTRACT ADMIN				
		2/01/23 451	202302 330-57200-34100		*	5,154.92	
			FEB FACILITY MANAGEMENT				
				RIVERSIDE MANAGEMENT SERVICES INC			9,026.26 003158
2/17/23 00195		2/06/23 2829	202302 330-57200-46100		*	4,675.00	
			SLIDE SAFETY MAINT PLAN				
				DALE COOPER LLC DBA SAFE SLIDE			4,675.00 003159
				TOTAL FOR BANK A		111,324.57	
				TOTAL FOR REGISTER		111,324.57	

PRP --PINERIDGE-- BPEREGRINO

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

October 31, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Reference: Invoice No. 3126885
Client Matter No. 16423-1**RECEIVED**
DEC 01 2022

BY: _____

Jim Oliver
Pine Ridge CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 320921310 51300 31500
Sgt. GENERAL
COUNSEL
Invoice No. 3126885
16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

09/02/22	W. Haber	0.40	104.00	Reviewed agenda for special meeting
09/07/22	W. Haber	0.30	78.00	Prepare for Board meeting
09/08/22	W. Haber	2.40	624.00	Prepare for and participate in Board meeting
09/09/22	W. Haber	0.30	78.00	Confer with Soriano regarding landscape maintenance RFP
09/12/22	K. Magee	0.20	38.00	Conference with Haber regarding landscape and irrigation RFP documents
09/14/22	W. Haber	0.70	182.00	Review and respond to correspondence regarding proposed amendment to agreement for access control installation
09/14/22	K. Magee	2.10	399.00	Begin drafting landscape and irrigation maintenance RFP
09/15/22	K. Magee	1.50	285.00	Complete initial draft of landscape and irrigation maintenance RFP
09/16/22	W. Haber	1.40	364.00	Review and revise RFP for landscape maintenance; confer with

KUTAK ROCK LLP

Pine Ridge CDD

October 31, 2022

Client Matter No. 16423-1

Invoice No. 3126885

Page 2

09/19/22	W. Haber	0.80	208.00	Soriano regarding same Confer with Soriano regarding revisions to landscape maintenance RFP; review and revise same; prepare for Board meeting
09/20/22	W. Haber	0.90	234.00	Prepare for and participate in Board meeting

TOTAL HOURS 11.00

TOTAL FOR SERVICES RENDERED

\$2,594.00

TOTAL CURRENT AMOUNT DUE

\$2,594.00

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

November 30, 2022

Check Remit To:

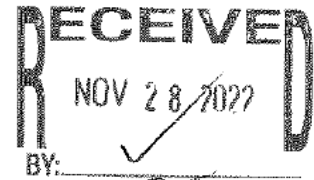
Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Reference: Invoice No. 3141702

Client Matter No. 16423-1



Jim Oliver
Pine Ridge CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

1310 51300 31800
Now General Counsel

Invoice No. 3141702

16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

10/07/22	W. Haber	0.50	130.00	Review and revise minutes
10/11/22	W. Haber	0.40	104.00	Review and respond to correspondence regarding DTE invoices
10/12/22	W. Haber	0.50	130.00	Review and revise DTE termination letter and confer with Giles regarding same
10/18/22	W. Haber	0.40	104.00	Prepare for Board meeting; confer with Giles
10/19/22	W. Haber	1.80	468.00	Prepare for and participate in Board meeting
10/21/22	W. Haber	0.40	104.00	Begin preparation of BrightView agreement
10/24/22	W. Haber	0.80	208.00	Review and revise agreement with BrightView
10/25/22	K. Jusevitch	0.20	25.00	Review annual invoice from DEO
TOTAL HOURS		5.00		

KUTAK ROCK LLP

Pine Ridge CDD

November 30, 2022

Client Matter No. 16423-1

Invoice No. 3141702

Page 2

TOTAL FOR SERVICES RENDERED

\$1,273.00

TOTAL CURRENT AMOUNT DUE

\$1,273.00

UNPAID INVOICES:

October 31, 2022

Invoice No. 3126885

2,594.00

TOTAL DUE


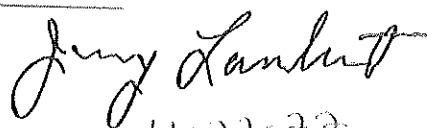
\$3,867.00

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

Invoice

Invoice #: 446
Invoice Date: 11/18/2022
Due Date: 11/18/2022
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 Maintenance October 1 - October 31, 2022		1,435.61	1,435.61
Maintenance Supplies		438.50	438.50
073			
General Facility Maint \$1,703.79			
1.330.57200.46000			
Janitorial Supplies \$170.32			
1.330.57200.46201			
 11/21/22			
<div>RECEIVED NOV 28 2022 BY:  11-22-22</div>			
Total			\$1,874.11
Payments/Credits			\$0.00
Balance Due			\$1,874.11

Period Ending 11/05/22

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR				
PINE RIDGE				
	10/6/22	Padlock	9.75	F.S.
	10/6/22	US Flag	25.28	F.S.
	10/9/22	Simple Green	25.28	B.M.
	10/9/22	2 Gallon Sprayer	19.52	B.M.
	10/20/22	Bleach (2)	15.36	B.M.
	10/20/22	Caution Tape	8.02	B.M.
	10/27/22	Bleach (2)	6.07	F.S.
	10/27/22	13 Gallon Trash Bags 140ct	29.87	F.S.
	10/27/22	Toilet Paper 12rolls (2)	50.09	F.S.
	10/27/22	42 Gallon Trash Bags 50ct	34.47	F.S.
	11/1/22	Clean Up Kit for Bodily Fluids	89.01	M.C.
	11/3/22	Urinal Repair Kit	22.09	M.C.
	11/3/22	Urinal Rebuild Kit	30.81	M.C.
	11/3/22	Microfiber Rags	9.18	B.M.
	11/3/22	Auto High Heat Flat Black (2)	34.45	B.M.
	11/3/22	Paint Rollers (2)	12.12	B.M.
	11/3/22	Paint Brushes (2)	14.88	B.M.
	11/3/22	Paint Tray Liner (2)	2.25	B.M.
		TOTAL	\$438.50	

INVOICE

BrightView

Landscape Services

Sold To: 24488848
Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068

Customer #: 24488848
Invoice #: 8198905
Invoice Date: 11/30/2022
Sales Order: 7977422
Cust PO #:

Project Name: Pine Ridge - Irrigation Proposal to Investigate Irrigation Damaged During Construction

Project Description: Investigate Irrigation Damaged During Construction Of New Splash Park And Tennis Courts

Job Number	Description	Qty	UM	Unit Price	Amount
	Investigation Took More Labor and Less Pipe-				
	Investigation shows we will need to replace missing wires and get the area wired back to the clock.				
346100576	Pine Ridge CDD				
	2" PVC SCH-40 Pipe To Connect	364.000	FT	4.33	1,576.12
	Misc Fittings	1.000	EA	68.37	68.37
	Labor Hours To Investigate Irr	20.000	HR	75.00	1,500.00
	Grounds Repair ; maintenance				
	1520538 462000				
	12/7/22				
	183				
	RECEIVED				
	DEC 08 2022				
	BY:				
	Total Invoice Amount				3,144.49
	Taxable Amount				
	Tax Amount				
	Balance Due				3,144.49

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 #: 24488848
Invoice #: 8198905
Invoice Date: 11/30/2022

Amount Due: \$ 3,144.49

Thank you for allowing us to serve you

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

Pine Ridge CDD
4200 Pine Ridge Plantation
Middleburg FL 32068

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

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

Invoice #: 236

Invoice Date: 12/1/22

Due Date: 12/1/22

Case:

P.O. Number:

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

3

1310 51300

Description	Hours/Qty	Rate	Amount
Management Fees - December 2022	34	4,069.17	4,069.17
Website Administration - December 2022	491	100.00	100.00
Information Technology - December 2022	351	116.67	116.67
Dissemination Agent Services - December 2022	313	416.67	416.67
Office Supplies	51	0.63	0.63
Postage	42	12.09	12.09
Copies	425	39.45	39.45
Telephone	41000	26.69	26.69

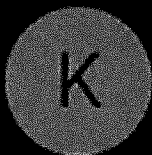
RECEIVED
DEC 2 2022
BY: ✓**Total** \$4,781.37**Payments/Credits** \$0.00**Balance Due** \$4,781.37

12/10/22 Christmas party

External



Inbox



Kevin Mason Yesterday
to me ▾



Pine Ridge Christmas party scheduled 12/10/22 from 5 pm to 8 pm located at 4200 Pine Ridge Parkway Middleburg, FL 32068

Rate: \$210.00 hr. 3hrs: \$630.00

Santa Kevin Mason
1821 Autumnbrook lane
St. John's, Florida 32259
(904) 287-3764

Thank you for allowing Santa Kevin to be your community Santa for your Christmas party event again this year.

God Bless everyone

Sent from Yahoo Mail on Android



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

Invoice

Date

12/1/2022

Invoice #

131295611087

Terms	Net 20
Due Date	12/21/2022
PO #	

Bill To		Ship To		
GMS, LLC - Pine Ridge Plantation 475 W. Town Place, Suite 114 St. Augustine FL 32092		GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068		
Item ID	Description	Qty	Units	Amount
WM-CHEM-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
<div>DEC 05 2022 RECEIVED BY: <u> </u> DEC Pool Chemicals 1.330.57200.46500 <u> </u> 11/16/22</div>				

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

Remittance Slip

Customer
13GMS100
Invoice #
131295611087

Amount Due \$1,207.22
Amount Paid _____
Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295611087

Riverside Management Services, Inc

9655 Florida Mining Blvd. W.

Building 300, Suite 305

Jacksonville, FL 32257

Invoice

Invoice #: 445

Invoice Date: 12/1/2022

Due Date: 12/1/2022

Case:

P.O. Number:

Bill To:

Pine Ridge Plantation

475 West Town Place

Suite 114


St. Augustine, FL 32092

RECEIVED
DEC 07 2022
BY: *OTB*

Description	Hours/Qty	Rate	Amount
1.330.57200.46200 - Janitorial Services - December 2022 <i>46200</i>		731.42	731.42
1.330.57200.46400 - Pool Maintenance Services - December 2022 <i>46400</i>		1,125.00	1,125.00
1.330.57200.34000 - Contract Administration - December 2022 <i>34000</i>		2,014.92	2,014.92
1.330.57200.34100 - Facility Management - Pine Ridge Plantation - December 2022 <i>34100</i>		5,154.92	5,154.92

Jimmy Lambert
12-6-22**Total** \$9,026.26**Payments/Credits** \$0.00**Balance Due** \$9,026.26

MAKE CHECK PAYABLE TO:

 The Lake Doctors, Inc.
P.O. 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

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

ACCOUNT NUMBER	DATE	BALANCE
719342	12/2/2022	\$850.00

0000000007540600100000000574400000008500061

Please Return this portion with your payment

Invoice 57440B

PO #

Date	Description	Quantity	Amount	Tax	Total
12/2/2022	4200 Pine Ridge Pkwy Middleburg, FL 32068 Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

DEC 76
late maintenance
1.320.53800.46400
[Signature] 12/7/22

RECEIVED
DEC 08 2022
BY: _____

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/

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

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

Invoice

Invoice #: 447
Invoice Date: 12/9/2022
Due Date: 12/9/2022
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 Maintenance November 1 - November 30, 2022		2,038.77	2,038.77
Maintenance Supplies		619.24	619.24
073			
• General Facility Maint. = \$ 2,038.77			
1.330.57200.46000			
• Janitorial Supplies = \$ 198.18			
1.330.57200.46201			
• Holiday Supplies = \$ 72.30			
1.330.57200.60200			
• Amenity Repairs & Replacements = \$ 348.84			
1.330.57200.46100			
12/15/22			
RECEIVED			
DEC 19 2022			
BY: ✓			
Total			\$2,658.01
Payments/Credits			\$0.00
Balance Due			\$2,658.01

Jimmy Landolt
12-15-22

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/3/22	8	B.M.	Worked on broken urinal, took apart and cleaned valve to see what parts are needed, straightened signs, inspected common areas, repaired reclaimed water sign, repaired wood at top of small Pine Ridge sign, painted three barbeque grills, touched up walls and trim in gym, painted window sills in gym, picked up supplies
11/3/22	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
11/7/22	6	B.M.	Repaired two light switches in men's restroom, inspected playground, repaired benches at playground, removed graffiti on concrete at playground, raked mulch around swings, slides and benches at playground, repaired door handle in kitchen, poured bleach down sinks to kill flies, touched up walls in men's and women's restrooms, unclogged mop sink drain, unclogged slow drains in restroom and kitchen
11/8/22	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
11/10/22	3.5	B.M.	Touch up trim, doors and walls in social room, painted window sills in kids area and sink area, inspected property for storm damage and maintenance issues, began painting crown molding in kitchen area
11/15/22	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
11/17/22	4.5	B.M.	Repaired urinal, removed old broken flush valve, replaced with new valve, finished painting crown molding in kitchen, replaced two missing door stops, picked up supplies
11/22/22	5	B.M.	Light inspection around amenity center and grounds, changed bulbs in men's restrooms, playground inspection, removed rebar stickers out of ground from rotten landscape timber around playground, touched up walls from damage, painted fire extinguisher box in social room, touched up trim from damage, inspected Christmas lights for install, picked up supplies
11/22/22	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
11/29/22	6	B.M.	Decorated for Christmas, blew leaves and debris off pool deck, picked up supplies
11/29/22	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
11/30/22	8	B.M.	Decorated for Christmas, picked up supplies
TOTAL	<u>56</u>		
MILES	<u>177</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

Period Ending 12/05/22

Riverside Management Services, Inc

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

Invoice**Invoice #:** 449**Invoice Date:** 12/15/2022**Due Date:** 12/15/2022**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Christmas Event - 12/10/22 1-330.572.601 73		1,599.50	1,599.50

RECEIVED
DEC 19 2022
BY: _____

Total	\$1,599.50
--------------	-------------------

Payments/Credits	\$0.00
-------------------------	---------------

Balance Due	\$1,599.50
--------------------	-------------------

12/15/22
CS

Pine Ridge Plantation

Christmas Event

12/10/22

GL#330-572-601

Total Expenses	Actual
District Checks	\$5,329.50
TOTAL EXPENSES DUE	\$3,730.00
	\$1,599.50

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

Food/Beverages/Supplies	Actual
Chocolate chips, marshmallows, bottled water	\$58.48
candy canes, coco pouches	\$75.80
Totals	\$134.28

Entertainment/Arts & Crafts	Actual
(Gifts/supplies, etc.)	
Gingerbread man costume	\$148.35
coco craft supplies (pom poms, googly eyes)	\$248.61
pipe cleaners, piping bags)	
Christmas photo backdrops	\$454.62
gift cards for décor contest	\$613.64
Totals	\$1,465.22

DISTRICT CHECK	AMOUNT
Payable To:	
Jacksonville Carriage Co	\$1,300.00
Live Sweet By Ashley	\$1,800.00
Santa Kevin Mason	\$630.00
Totals	\$3,730.00

12/13/22

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

Invoice



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

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

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

29028 01/05/2023 \$180.00 01/20/2023 Net 15

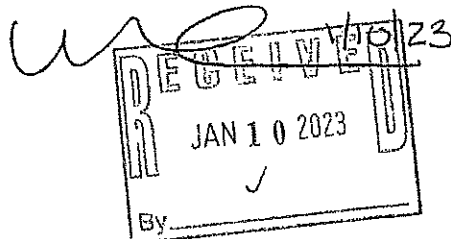
PM SERVICE REQUEST 35651 - JANUARY
PREVENTATIVE MAINTENANCE
Jan 4, 2023: Preventative Maintenance: Cleaned,
Lubed, Calibrated, Inspected and Tested: - 1.
Paramount FS-56 biceps/triceps curl - elbow pad
starting to have small tears. (Picture attached)
All equipment functioning properly.

1 180.00 180.00

BALANCE DUE

\$180.00

General Facility maint. 194
1.330.57200.46000



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

Invoice



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

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

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

29042 01/10/2023 \$600.00 01/25/2023 Net 15

HOIST HF 5165 Hoist 7 Position Adjustable bench
Freight/Delivery/Installation Freight/Delivery/Installation

1	505.00	505.00
1	95.00	95.00

PREFERRED PAYMENT METHOD

BALANCE DUE

\$600.00

ACH Payment information:

Routing: 063112786

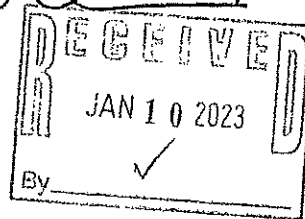
Account: 045751322

There is a 2.9% processing fee for all credit card payments. Should you wish to pay by ACH, there are no additional fees.

** Please note that a 20% restocking fee plus shipping, if applicable, will be charged on all equipment orders canceled, after the approval for purchase has been given.**

Request service online at our website
www.wearefitnesspro.com/service

194
Amenity Repairs & Replacements
1,336.57200.46100
1/10/23



www.wearefitnesspro.com

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

Invoice

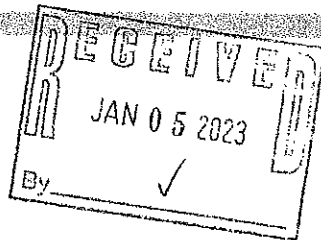
Invoice #: 237
Invoice Date: 1/1/23
Due Date: 1/1/23
Case:
P.O. Number:

Bill To:

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

3
131051300

Description	Hours/Qty	Rate	Amount
Management Fees - January 2023 34.11		4,069.17	4,069.17
Website Administration - January 2023 49.11		100.00	100.00
Information Technology - January 2023 35.11		116.67	116.67
Dissemination Agent Services - January 2023 313.11		416.67	416.67
Office Supplies 42.11		0.54	0.54
Postage 4200.11		17.40	17.40
Copies 422.11		71.10	71.10
Telephone 41.11		54.65	54.65



Total \$4,846.20

Payments/Credits \$0.00

Balance Due \$4,846.20

Michael Layne

CCSO OFF-DUTY INVOICE

Security/Monitoring
1.330.57200.34500

INVOICE DATE
DATE: DECEMBER 2022

W *12/28/22*

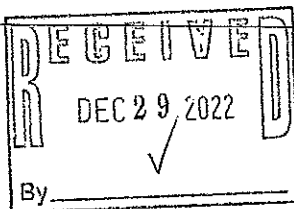
TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
12-11-22	Checked amenity center, neighborhood patrol, citizen contact, checked construction by amenity center, neighborhood patrol, 2 citizen contacts, checked amenity center, neighborhood patrol, checked amenity center.	1730/2130	4.0	38.00	144.00
12-23-22	Checked amenity center, 1 resident in fitness center, neighborhood patrol, citizen contact on Caribbean Pine, checked amenity center, citizen contact, neighborhood patrol, gave directions, checked amenity center.	1900/2300	4.0	Observed holiday 57.00	228.00
DEPUTY SIGNATURE:	<i>Michael C. Layne</i>				<i>\$372.00</i>
Total					

Make all checks payable to Michael Layne

Thank you for your business!



176
1 330 572.1 345.1
SECURITY 12/11 + 12/23



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

Invoice

Date 1/1/2023

Invoice # 131295611697

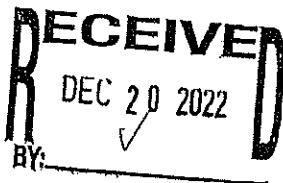
Terms	Net 20
Due Date	1/21/2023
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,446.69
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p>Jan Pool Chemicals 1.330.57200.46500 ✓ 12/20/22 OS4</p>				

Reminder - A 5% discount is still available if 2023 is paid in full by 12/31/2022. If you are interested in receiving the 5% discount please email ar@poolsure.com and ask for an annual invoice!

Subtotal	1,505.74
Shipping Cost (FEDEX GROUND)	0.00
Total	1,505.74
Amount Due	\$1,505.74



Remittance Slip

Customer
13GMS100
Invoice #
131295611697

Amount Due \$1,505.74

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295611697

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

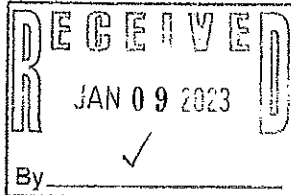
Invoice

Invoice #: 448
Invoice Date: 1/1/2023
Due Date: 1/1/2023
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
1.330.57200.46200 - Janitorial Services - January 2023		731.42	731.42
1.330.57200.46400 - Pool Maintenance Services - January 2023		1,125.00	1,125.00
1.330.57200.34000 - Contract Administration - January 2023		2,014.92	2,014.92
1.330.57200.34100 - Facility Management - Pine Ridge Plantation - January 2023		5,154.92	5,154.92




173


Jimmy Lambert
1-5-23

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

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 outside side

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

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

ACCOUNT NUMBER	DATE	BALANCE
719342	1/1/2023	\$850.00

00000000075406001000000006380200000008500066


Please Return this portion with your payment

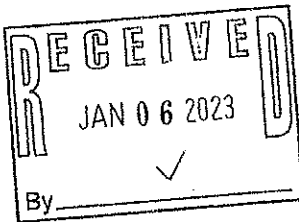
Invoice 63802B

PO #

Date	Description	Quantity	Amount	Tax	Total
4200	Pine Ridge Pkwy Middleburg, FL 32068				
1/1/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

Lake maintenance
1,320.53800.46400
 1/4/23



76
JAN 16 2023

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/

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



INVOICE

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

Customer #: 24488830
Invoice #: 8181441
Invoice Date: 12/1/2022
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For December <i>landscape maintenance</i> <i>1.320.53800.46200</i> <i>WC 11/29/22</i>	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 #: 8181441
Invoice Date: 12/1/2022

Amount Due:	\$11,662.29
-------------	-------------

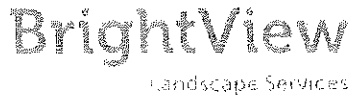
Thank you for allowing us to serve you

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

INVOICE



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

Customer #: 24488830
Invoice #: 8221896
Invoice Date: 1/1/2023
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For January <i>Landscape maintenance 1.320.53800.46200 [Signature] 12/28/22</i>	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 #: 8221896
Invoice Date: 1/1/2023

Amount Due:	\$11,662.29
-------------	-------------

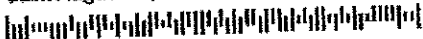
Thank you for allowing us to serve you

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

LOCALiQ
FLORIDA

<h1>LOCALiQ</h1> <h2>FLORIDA</h2>	ACCOUNT NAME Pine Ridge Plantation Cdd		ACCOUNT # 760056	PAGE # 1 of 1
	STATEMENT # 0005179666	BILLING PERIOD Dec 1- Dec 31, 2022	PAYMENT DUE DATE January 20, 2023	
	PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) -\$150.18	TOTAL AMOUNT DUE \$260.99	
	BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smyb@ccc.gannett.com		FEDERAL ID 47-2380983	
BILLING ACCOUNT NAME AND ADDRESS Pine Ridge Plantation Cdd 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 				
Legal Entity: Gannett Media Corp. Terms and Conditions: 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. All funds payable in US dollars.				

00007600560000000000000051796660002609967172

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com. Previous account number: MOR 35422

Date	Description	Amount
12/1/22	Balance Forward	\$255.94
12/31/22	Finance Charge	\$5.05
		1,310,513.48

RECEIVED
JAN 16 2022

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

LOCALiQ FLORIDA		ACCOUNT NAME Pine Ridge Plantation Cdd		PAYMENT DUE DATE January 20, 2023		AMOUNT PAID
		ACCOUNT NUMBER 760056		STATEMENT NUMBER 0005179666		
CURRENT DUE \$5.05	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$371.42	90 DAYS PAST DUE \$34.70	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS -\$150.18	TOTAL AMOUNT DUE \$260.99
REMITTANCE ADDRESS (Include Account # & Invoice # on check) CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244			TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW: <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMEX Card Number _____ Exp Date ____/____/____ Cvv Code _____ Signature _____ Date _____			

0000760056000000000000051796660002609967172

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:

10/11/2022

and that the fees charged are legal.
Sworn to and subscribed before on 10/11/2022

Legal Clerk

Notary, State of FL, County of Brown

My commission expires

Publication Cost: \$338.72

Order No: 7897724

Customer No: 760056

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

Notice of Meeting

Pine Ridge Plantation

Community Development District

A special meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held on Wednesday, October 19, 2022 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting.

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

Marilee Giles
District Manager

10/11/2022



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

Invoice Number: SSI10958
Invoice Date: 1/9/2023
Page: 1

Attn: Fiscal - Accounts Receivable

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

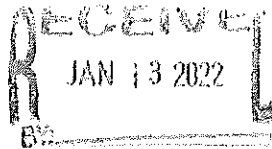
Ship
To: PINE RIDGE PLANTATION CDD
475 W. TOWN PLACE SUITE 114
ST AUGUSTINE, FL 32258
BENADETLE PEREGRINO

Due Date 1/24/2023
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 1/9/2023
Our Order No
SalesPerson

1.330.572.345

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-DECEMBER 2022		4	4	5.00	20.00
Fees-2nd Employment Scheduling		1	1	25.00	25.00



Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 45.00

Subtotal: 45.00
Invoice Discount: 0.00
Tax: 0.00
Total USD: 45.00

CLIENT NAME

PINE RIDGE

INVOICE NUMBER

CLIENT NUMBER

INVOICE DATE

01/09/2023

CLIENT ADDRESS

EVENT	DATE	DESCRIPTION	PERSONNEL	HOURS or QUANTITY	RATE	TOTAL
1	12/23/22 0000 - 12/23/22 0000	PINE RIDGE				
			Michael Layne 12/23/22 1900 - 12/23/22 2300	4.00	\$ 38.00	\$ 152.00

EVENT TOTAL:	(hrs) 4.00	\$ 152.00
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INVOICE TOTAL:	(hrs) 4.00	\$ 152.00
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Down to Earth
Landscape & Irrigation
2701 Mallard Center Pkwy.
Suite 200
Mallard 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 32038
pmg@downsideangel.com
(800) 608-6465

Grounds Repair & maintenance
1.320.53800.46000

891A

we
9/28/22

lost check # 3085
Reissue

Sinkhole Fill-in Pine Ridge PWY - Estimate 9/21/2022 10/21/2022 Net 30
38258

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
		Sub Total	\$255.00
			\$255.00
			\$0.00
			\$255.00

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.

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

Invoice



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

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

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

29028 01/05/2023 \$180.00 01/20/2023 Net 15

PM	SERVICE REQUEST 35651 - JANUARY PREVENTATIVE MAINTENANCE			
	Jan 4, 2023. Preventative Maintenance. Cleaned. Lubed, Calibrated, Inspected and Tested. - 1. Paramount FS-56 biceps/triceps curl - elbow pad starting to have small tears. (Picture attached)	1	180.00	180.00
	All equipment functioning properly.			

BALANCE DUE

\$180.00

General Facility Maint.

1.330.57200.46000

1/10/23

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

Invoice



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

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

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

29042 01/10/2023 \$600.00 01/25/2023 Net 15

HOIST HF 5165	Hoist 7 Position Adjustable bench	1	505.00	505.00
Freight/Delivery/Installation	Freight/Delivery/Installation	1	95.00	95.00

PREFERRED PAYMENT METHOD

BALANCE DUE

\$600.00

ACH Payment information:

Routing: 063112786

Account: 045751322

There is a 2.9% processing fee for all credit card payments. Should you wish to pay by ACH, there are no additional fees.

** Please note that a 20% restocking fee plus shipping, if applicable, will be charged on all equipment orders canceled, after the approval for purchase has been given. **

Request service online at our website
www.wearefitnesspro.com/service

Amenity Repairs & Replacements
1.336.57200.46100
[Signature] 1/10/23

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

29141 01/19/2023 \$667.56 02/03/2023 Net 15

SERVICE REQUEST 35258 - REPAIR IDENTIFIED DURING OCTOBER PM				
OS	Oct 27, 2022: Commercial Labor: Install motor on treadmill, test for proper function. Estimate 1.25 hours - Replaced tread motor unit test correct	1.25	115.00	143.75
Parts	Oct 27, 2022: Parts for Repair: SF Motor G020031C - Spirit XT685 tread s/n 6858151706002026 has jet engine whine.	1	460.00	460.00
Shipping/ Handling	Oct 27, 2022: Shipping and Handling Estimate: Spirit Fitness Parts - HEAVY Order# 719894-1	1	45.00	45.00
Service Request Details/Notes: Spirit XT685 tread s/n 6858151706002026 has jet engine whine. Video attached				
Processing Fee	Processing Fee	648.78	0.029	18.81
BALANCE DUE				\$667.56

Amenity Repairs & Replacements
1.330. 57200. 46100

 1/23/23

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

December 30, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Reference: Invoice No. 3158236

Client Matter No. 16423-1

Jim Oliver
Pine Ridge CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3158236

16423-1

1.310.513.315

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

11/01/22	W. Haber	0.70	182.00	Review and revise BrightView agreement and confer with Soriano regarding same
11/02/22	W. Haber	0.50	130.00	Confer with Soriano regarding exhibit for BrightView agreement
11/03/22	W. Haber	0.50	130.00	Review and finalize landscape maintenance agreement; confer with Soriano regarding same; review agenda for November meeting
11/04/22	W. Haber	0.30	78.00	Finalize landscape maintenance agreement and confer with Soriano regarding same
11/14/22	W. Haber	0.40	104.00	Prepare for Board Meeting
11/15/22	W. Haber	2.20	572.00	Prepare for and participate in Board meeting
TOTAL HOURS		4.60		

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

KUTAK ROCK LLP

Pine Ridge CDD

December 30, 2022

Client Matter No. 16423-1

Invoice No. 3158236

Page 2

TOTAL FOR SERVICES RENDERED	\$1,196.00
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TOTAL CURRENT AMOUNT DUE	<u>\$1,196.00</u>
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Pye Barker Fire & Safety, LLC
5815 Western Way Ste B JACKSONVILLE, FL 32256
904.634.7100
www.pyebarkerfire.com



Bill To Address:

3525 1 MR 0.515 EGO78X 10089 010103871311 \$2 P944.3335 0301:0001



PINERIDGE
4200 PINE RIDGE PKWY
MIDDLEBURG FL 32068-9216

Account Number	Invoice Number
C125253	PS1939392
Invoice Date	Total USD
12/28/2022	1,002.00

Ship To Address:
C125253
PINERIDGE
4200 PINE RIDGE PKWY
MIDDLEBURG, FL 32068

Remit To Address:



Pye Barker Fire & Safety, LLC
P O Box 735358
Dallas, Texas 75373-5358

Order Number		Terms		Due Date	
		Net 30		01/27/2023	
Technician	Branch Code	Branch Location		Branch Phone	
Jason Schull	046-JAX	Pye Barker Fire-046		904-634-7100	
Item No.	Description	Quantity	Unit	Unit Price	Line Amount
INSPFA	FIRE ALARM INSP	1	Each	375.00	375.00
INSPDRY	DRY SPRINKLER INSP	1	Each	225.00	225.00
AFI	ANNUAL FIRE EXT INSPECTION	3	Each	8.00	24.00
INSPQLQC	EXIT LIGHT QUICK CHECK INSP	39	Each	7.00	273.00
SC	SERVICE CHARGE/CALL FEE	1	Each	50.00	50.00
DPC	DISPATCH AND COMPLIANCE	1	Each	55.00	55.00
ANNUAL FIRE ALARM, SPRINKLER, FIRE EX., & E-LIGHT INSPECTIONS					
General Facility maint 1.330.57200.46000 1/12/23					
SAVE TIME AND MONEY WITH OUR CUSTOMER PORTAL Our goal is to make it easy for you to manage the invoices you receive from us. For the ultimate in convenience try our Customer Portal. You can view, print, download and pay your invoices online. Save time and money by going paperless. Go Green! Visit www.pyebarkerfire.com to enroll or email us at ENROLLME@PYEBARKERFIRE.COM					

Remit To Address:

Pye Barker Fire & Safety, LLC
P O Box 735358
Dallas, Texas 75373-5358

Pye Barker Corporate Office 678.281.6143

Subtotal	1,002.00
Tax	0.00
Total USD	1,002.00

TO VIEW AND PAY ONLINE GO TO:

<http://pyebarkerfire.billtrust.com>

USE THIS ENROLLMENT TOKEN:

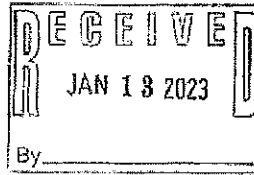
BDB LDD XKP


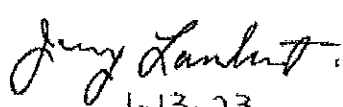
Riverside Management Services, Inc
9855 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 450
Invoice Date: 1/12/2023
Due Date: 1/12/2023
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance December 1 - December 31, 2022		1,285.68	1,285.68
Maintenance Supplies		1,426.66	1,426.66
General Facility Maint \$ 1,285.68 1.330.57200.46000			
Amenity Repairs & Replacements \$ 1325.58 1.330.57200.46100	1325.58		
Janitorial Supplies \$ 101.08 1.330.57200.46201			
 1/13/23			
 1-13-23			
Total			\$2,712.34
Payments/Credits			\$0.00
Balance Due			\$2,712.34

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
12/1/22	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
12/5/22	2.5	P.W.	Installed Christmas décor
12/8/22	7.5	P.W.	Worked on playground, took up all the old 4x8's, picked up supplies, installed new footers around playground
12/8/22	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
12/8/22	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
12/13/22	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
12/15/22	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
12/20/22	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
12/22/22	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
12/29/22	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 34

MILES 215

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

PINE RIDGE

MAINTENANCE BILLABLE PURCHASES

Period Ending 1/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	12/8/22	4x4-8' PT (6)	76.99	M.C.
	12/8/22	Rebar (12)	94.66	M.C.
	12/8/22	42 Gallon Trash Bags 50ct	34.47	F.S.
	12/8/22	19 Gallon Trash Bags 110ct	22.97	F.S.
	12/30/22	Multifold Towels 16pk	43.84	F.S.
	1/3/23	4" PVC Ball Valve	253.21	M.C.
	1/3/23	Pool Filter Grids (42)	900.74	M.C.
		TOTAL	<u>\$1,426.66</u>	



TURNER PEST CONTROL
Turner Pest Control LLC - 600 Hwy 258/53 - Atlanta, Georgia 30652-2541
800-215-1304 - Fax 404-353-1339 - Web 404-353-5300 - turnerpest.com

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

Service Slip/Invoice

INVOICE: 20623434
DATE: 1/14/2023
ORDER: 20623434

(347565)
Pine Ridge Plantation
Amanda Reisch
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

(347869) 904-291-8878
Pine Ridge Plantation
Amanda Reisch
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

WORK DATE	TIME	APPLICATOR	TECHNICIAN	TIME IN
1-14-2023	11:40 AM	GHP		11:40 AM
WORK ORDER	TERMS	DATE SERVICE	WFO CODE	TIME OUT
308N	NET 30	1/14/2023		11:54 AM
LOCATION	Description			Price

CPCO

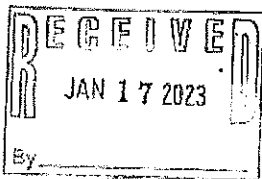
Commercial Pest Control - Quarterly Service

SUBTOTAL	\$114.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$114.00

AMOUNT DUE \$114.00

General Facility maint
1.330.57200.46000

[Signature] 1/17/23



TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

PLEASE PAY FROM THIS INVOICE

INVOICE



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

Customer #: 24488830
Invoice #: 8259193
Invoice Date: 2/1/2023
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For February landscape maintenance 1.320.53800.46200 MC 1/27/23 RECEIVED JAN 27 2023 BY: _____ Total invoice amount Tax amount Balance due	11,662.29 11,662.29 11,662.29 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 #: 8259193
Invoice Date: 2/1/2023

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

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Clay

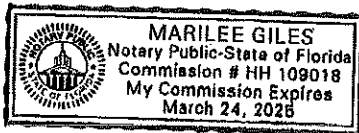
I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor, Pine Ridge Plantation Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]



[Signature]
Signature

Sworn to and subscribed before me by means of ☒ physical presence or
online notarization, this 17 day of January, 2023.

[Signature]
Signature of Officer Administering Oath or of Notary Public

Marilee Giles
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced _____

ACCEPTANCE

1,310,513.490

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

4726 PINE LAKE DR
Street or Post Office Box

MIDDLEBURGH, FL 32068
City, State, Zip Code

JEFFREY LEWIS
Print Name

[Signature]
Signature

DS-DE 56 (Rev. 02/20)

RECEIVED
JAN 25 2023
BY: _____

Matt Edmonson

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 01/31/2023

Security/Monitoring
1.330.57200.34500
we 1/31/23

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

FOR:
prmgr@riversidemqtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
12-02-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
12-03-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 2 citizen at pool				
	Patrolled Neighborhood				
12-16-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
12-17-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$304.00

Make all checks payable to Matthew Edmonson

Thank you for your business!

RECEIVED
R JAN 31 2023 D
BY: _____

RECEIVED
R JAN 31 2023 D
BY: _____

Mail Edmonson

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 01/31/2023

Security/Monitoring
1.330.57200.34500
W 1/31/23

TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32058

FOR:
prmgr@riversidemngtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
01-01-2023	Neighborhood Pool and Clubhouse patrol and security	2000-0000	4	\$57.00	\$228.00
	Made contact with 5 citizens at pool				
	Patrolled Neighborhood				
01-15-2023	Neighborhood Pool and Clubhouse patrol and security	2000-0000	4	\$38.00	\$152.00
	Made contact with 2 citizen at pool				
	Patrolled Neighborhood				
01-27-2023	Neighborhood Pool and Clubhouse patrol and security	2100-0000	3	\$38.00	\$114.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
01-29-2022	Neighborhood Pool and Clubhouse patrol and security	2000-2100	1	\$38.00	\$38.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$532.00

Make all checks payable to Matthew Edmonson

Thank you for your business!

RECEIVED
JAN 31 2023
BY: _____

Matt Edmonson

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 01/31/2023

Security / Monitoring
1.330.57200.34500
MC 1/31/23

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

FOR:
prmgr@riversidematsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
11-04-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
11-06-2022	Neighborhood Pool and Clubhouse patrol and security	2100-2300	2	\$38.00	\$76.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
11-18-2022	Neighborhood Pool and Clubhouse patrol and security	2000-0000	4	\$38.00	\$152.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$304.00

Make all checks payable to Matthew Edmonson

Thank you for your business!

RECEIVED
FEB 03 2023
BY: _____

Michael Layne

CCSO OFF-DUTY INVOICE

INVOICE DATE
JANUARY 2023

Security/Monitoring
1.330.57200.34500
We 2/2/23

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

FOR:
pmgr@riversidematsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
01/06/23	Checked amenity center. Made a round of all streets in the neighborhood. Provided directions to a lost motorist. Check of pool area and restrooms. Neighborhood patrol. Amenity center check.	1715/2115	4.0	38.00	\$152.00
01/21/23	Checked amenity center, neighborhood patrol, 3 citizen contacts, disabled vehicle on Pine Ridge, neighborhood patrol, amenity center checked, neighborhood patrol	2030/0030	4.0	38.00	\$152.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		8.0		304.00
Make all checks payable to Michael Layne					
Thank you for your business!					

RECEIVED
FEB 6 3 2023
BY: _____

sure

Invoice

Date

2/1/2023

Invoice #

131295612318

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

Terms	Net 20
Due Date	2/21/2023
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,446.69
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	49.05
<p>Pool Chemicals 1-330.57200.46500 MA 1/23/23</p>				

Subtotal 1,505.74
Shipping Cost (FEDEX GROUND) 0.00
Total 1,505.74
Amount Due \$1,505.74

RECEIVED
JAN 23 2023
BY: _____

Remittance Slip

Customer
13GMS100
Invoice #
131295612318

Amount Due \$1,505.74


Amount Paid _____

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




131295612318

MAKE CHECK PAYABLE TO:


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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA 

ADDRESSEE

☐

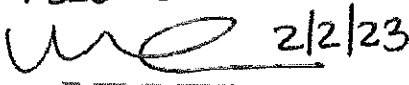
Pine Ridge Plantation CDD - Governmental
 Management Services
 475 West Town Pl
 SUITE 114
 St Augustine, FL 32092

ACCOUNT NUMBER	DATE	BALANCE
719342	2/1/2023	\$850.00

The Lake Doctors
 Post Office Box 20122
 Tampa, FL 33622-0122

00000000075406001000000007264300000008500066

Please Return this portion with your payment

Invoice 72643B		PO #			
Date	Description	Quantity	Amount	Tax	Total
4200 Pine Ridge Pkwy Middleburg, FL 32068					
2/1/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00
<p>Please remit payment for this month's invoice.</p> <p style="text-align: center;">Lake Maintenance 1.320.53800.46400  2/2/23 RECEIVED FEB 03 2023 BY: _____</p>					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
				AMOUNT DUE	
Total Account Balance including this invoice:			\$850.00	This Invoice Total: \$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 155
 Jacksonville, FL 32256

Customer Portal Link: 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

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

Invoice

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

Invoice #: 238
Invoice Date: 2/1/23
Due Date: 2/1/23
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - February 2023	1,310.513.340	4,069.17	4,069.17
Website Administration - February 2023	491	100.00	100.00
Information Technology - February 2023	351	116.67	116.67
Dissemination Agent Services - February 2023	313	416.67	416.67
Office Supplies	510	0.75	0.75
Postage	420	14.79	14.79
Copies	425	57.60	57.60
Total			\$4,775.65
Payments/Credits			\$0.00
Balance Due			\$4,775.65

Riverside Management Services, Inc


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

Invoice

Date	Invoice #
2/1/2023	451

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	1.330.57200.46200- Janitorial Services - February 2023	731.42	731.42
	1.330.57200.46400- Pool Maintenance Services - February 2023	1,125.00	1,125.00
	1.330.57200.34000- Contract Administration - February 2023	2,014.92	2,014.92
	1.330.57200.34100-Facility Management - Pine Ridge Plantation February 2023	5,154.92	5,154.92
<div>RECEIVED</div> <div>FEB 08 2023</div> <div>BY: _____</div> <div> 2-8-23</div>			
Total			\$9,026.26

DALE COOPER LLC
PO Box 102
Farmington, MO 63640
855-867-6274
jess@safeslides.com
https://www.safeslides.com

Safe Slide
Restoration

INVOICE

BILL TO
Pine Ridge Plantation
Community Center
4200 Pine Ridge Pkwy
Middleburg, FL 32068


INVOICE # 2829
DATE 02/06/2023

STATE
FL

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
Safety - Maintenance Plan	1	4,675.00	4,675.00

BALANCE DUE

\$4,675.00

Amenity Repairs & Replacements
1.330.57200.46100
 2/14/23

Please make checks out to: Dale Cooper LLC
Remit payment to:
PO Box 102 Farmington, MO 63640