

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 Wednesday, February 15, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida. This meeting was continued from January 17, 2023.

Present and constituting a quorum were:

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

Also, present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Maria Cranford	Amenity Manager
Jay Soriano	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comments** *(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.

Public comments were made on the landscaping. Responses were provided on the issues with this particular area and landscaping. Discussion ensued on landscaping.

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Pine Ridge Plantation CDD

**THIRD ORDER OF BUSINESS**

**Series 2020 Project:**

**A. Update Regarding Series 2020 Project**

Mr. Soriano provided updates regarding the project. He made comments regarding the timelines involved and locations, painting of courts timelines, and other issues with delays.

**B. Ratification of Pay Requisitions (051-052)**

Ms. Giles reviewed the pay requisitions. Number 51 was to ETM for \$67.50 and Number 52 was to Hoffman Construction for \$293,290. She added that these were anticipated and referred to the budget and the February expected payout of \$157,689. She noted that left in the construction budget account is \$111, 213. She added the remainder of the billing will be paid out of the capital reserve account.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, Pay Requisitions (051 and 052), were ratified.

**C. Change Orders (15)**

Ms. Giles noted this change order was for a self-closing mechanism for the two gates that is required by the Department of Health.

On MOTION by Mr. Biagetti, seconded by Mr. Montoya, with all in favor, Change Order 15, was approved.

Mr. Nazario had a question regarding the capital reserve account balance. Some other projects were discussed for additional expenses and budget concerns. The FY24 budget process was discussed and the proposed budget was expected to be approved by May 16<sup>th</sup> and the adoption of the budget will be on July 18<sup>th</sup>. Staff will begin to review current agreements and increases and seek Board’s guidance on future expenses. Various construction plans were further discussed.

**FOURTH ORDER OF BUSINESS**

**Open Items**

**A. Slide Tower**

Mr. Soriano provided updates on the slide tower. Inspections were discussed and timelines.

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**FIFTH ORDER OF BUSINESS**

**Public Comments/Supervisor’s Requests**

There were comments and discussion on the play area to be sodded, and common areas. Comments were made on a resident issue and destroying CDD property. It was suggested to send a letter to the resident about CDD property, ATV damages to common area, and policies. Specifics on wording of the letter were discussed. The Board discussed safety concerns as well as property damage.

Another question was asked regarding policies on commercial vehicles. Further discussion was held on specific policy and temporary and permanent parking.

**SIXTH ORDER OF BUSINESS**

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

Ms. Giles stated the next meeting is scheduled for March 21, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Montoya, seconded by Mr. Lewis, with all in favor, the meeting was adjourned at 6:40 p.m.

DocuSigned by:  
*Manlee Giles*  
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Secretary / Assistant Secretary

DocuSigned by:  
*Matt Baggett*  
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Chairman / Vice Chairman