

PINE RIDGE PLANTATION

Community Development District

September 19, 2023

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

September 12, 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, September 19, 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. Open Items
 - A. Slide Tower
- IV. Series 2020 Project:
 - A. Update Regarding Series 2020 Project
 - B. Warranty Repairs for Courts
 - C. Ratification of Pay Requisitions (60-63)
- V. Consideration of Updates to the Amenity Facility Policy
- VI. Acceptance of Fiscal Year 2022 Audit Report
- VII. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Engineer

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 July 18, 2023 Meeting

B. Balance Sheet and Statement of Revenues & Expenditures for the Period
Ending August 31, 2023

C. Assessment Receipts Schedule

D. Approval of Check Register

X. Next Scheduled Meeting – 11/21/23 @ 6:00 p.m. at the Pine Ridge Plantation
Amenity Center

XI. Adjournment

FOURTH ORDER OF BUSINESS

C.

FORM OF REQUISITION FOR SERIES 2020 PROJECT

The undersigned, an Authorized Officer of Pine Ridge Plantation Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, as successor in trust to SunTrust Bank, Orlando, Florida, as trustee (the "Trustee"), dated as of September 1, 2006 (the "Master Indenture"), as supplemented by the Second Supplemental Trust Indenture from the District to the Trustee, dated as of September 1, 2020 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 60

(B) Name of Payee: Brightview Landscape Services, Inc
PO Box 740655
Atlanta, GA 30374-0655

(C) Amount Payable: \$ 35,934.34

(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):
Pine Ridge sod for new construction (Areas 2 and 3) - Invoice 8449677

(E) Fund or Account and subaccount, if any, from which disbursement to be made: 22020 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.

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.

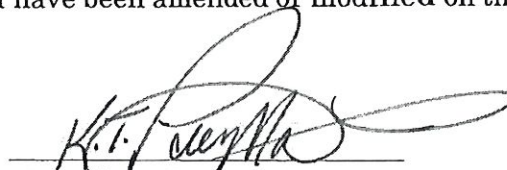
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**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 Engineering

June 6, 2023

INVOICE

BrightView
Landscape Services

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 8449677
Invoice Date: 5/31/2023
Sales Order: 8089680
Cust PO #:

Project Name: Pine Ridge: Sod for New Construction (Area 2 and 3) and Additional sod behind Splash park and slide
Project Description: Landscape Enhancements

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD				
	Area Behind Splash Park and Sl	1.000	EA	6234.80	6,234.80
	Area 2:	1.000	EA	4981.88	4,981.88
	Areaa 3:	1.000	EA	7117.00	7,117.00
	Misc. Irrigation	1.000	EA	17600.66	17,600.66
Capital Outlay 2,320,538.00.60000 W [Signature] 6/5/23					
Total Invoice Amount					35,934.34
Taxable Amount					
Tax Amount					
Balance Due					35,934.34

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 #: 8449677
Invoice Date: 5/31/2023

Amount Due: \$ 35,934.34

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

FORM OF REQUISITION FOR SERIES 2020 PROJECT

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(A) Requisition Number: 61

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

(C) Amount Payable: \$ 10,207.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related Pine Ridge East Ball Court Access Control - Invoice 408M05692 - Final Invoice

(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

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.

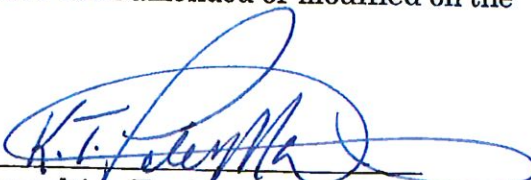
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**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: 
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

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Consulting Engineer

July 25, 2023



Invoice

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

Invoice	408M05692
Invoice Date	07/19/23
Payment Terms	Net 45
Customer Code	1040113
Customer P.O. #	QUOTE # JPC1329966P
Current Due	\$ 10,207.00

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

Bill to:	Ship To / Project: 408SNM0569
PINE RIDGE PLANATION COMM DEV 4200 PINE RIDGE PARKWAY MIDDLEBURG, FL 32068	PINE RIDGE BALL COURT AC 4200 PINE RIDGE PARKWAY MIDDLEBURG, FL 32068

Remarks: Per Quote JPC1329966P - Pine Ridge Ball Court Access Control

Quantity	Description	Unit Price	Extension
	QUOTE # JPC1329966P - Pine Ridge Ball Court Access Control		
1.000	PROJECT COMPLETE - FINAL INVOICE	10,207.00	10,207.00
		Total:	\$ 10,207.00

Thank you for your business!

For questions about this invoice, contact your local Convergent office at (407) 814-0225

You can pay your invoice online at: www.convergint.com/invoice Note 2.3% surcharge for CC payments

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

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

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(A) Requisition Number: 62

(B) Name of Payee: Brightview Landscape Services, Inc
PO Box 740655
Atlanta, GA 30374-0655

(C) Amount Payable: \$ 4,882.50

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable):
Hydro Seeding Open Field - Invoice 8535961

(E) Fund or Account and subaccount, if any, from which disbursement to be made: 22020 Project

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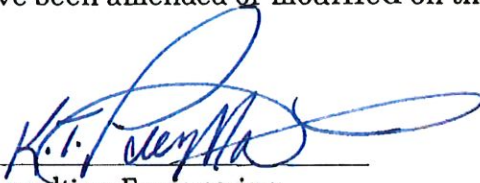
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**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: 
Authorized Officer

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Consulting Engineering

August 2, 2023



INVOICE

Sold To: 2448830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 2448830
Invoice #: 8535961
Invoice Date: 7/26/2023
Sales Order: 2061360
Cust PO #:

Project Name: Pine Ridge Hydroseeding Open Field
Project Description: Landscape Enhancements

Job Number	Description	Qty	UM	Unit Price	Amount
	Please note 4 Applications are quoted to ensure proper growth of seeds.				
348100576	Pine Ridge CDD - Construction Project Hydroseeding Open Field 1st Ap	1.000	EA	4882.50	4,882.50
Capital Outlay 2,320,538.00.60000 8/1/23					
Total Invoice Amount					4,882.50
Taxable Amount					
Tax Amount					
Balance Due					4,882.50

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 #: 2448830
Invoice #: 8535961
Invoice Date: 7/26/2023

Amount Due: \$ 4,882.50

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
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(A) Requisition Number: 63

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

(C) Amount Payable: \$ 112.50

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Pine Ridge CDD-Completion Report - Invoice 209534

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

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COMMUNITY DEVELOPMENT
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Consulting Engineer
August 15, 2023

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

August 07, 2023

Invoice No: 209534

Total This Invoice **\$112.50**

Project 03136.08000 Pine Ridge Cdd - Completion Report

Work Description: Amenity Center Pay Application Preparation

Professional Services rendered through July 29, 2023

Labor

		Hours	Rate	Amount	
Adminstrative Support					
Blair, Shelley	3/4/2023	.25	90.00	22.50	
Blair, Shelley	3/18/2023	.25	90.00	22.50	
Blair, Shelley	4/29/2023	.25	90.00	22.50	
Blair, Shelley	5/20/2023	.25	90.00	22.50	
Blair, Shelley	7/29/2023	.25	90.00	22.50	
Totals		1.25		112.50	
Total Labor					112.50
Total This Invoice					\$112.50

FIFTH ORDER OF BUSINESS

PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT



Policies Regarding District Amenity Facilities

Revised July 18, 2023

USER FEE STRUCTURE

1. The annual user fee for non-resident fee paying families is One Thousand, Five Hundred Dollars (\$1,500.00).
2. Two Facility Access Cards will be issued to each family owning property within the District and non-resident fee paying families, with a maximum of four (4) active Facility Access Cards per family at any time.
3. Patron households are limited to a maximum of five (5) guests at any time.
4. All guests must sign in or register with Amenity Center Staff, and must be accompanied by a Patron (as defined below) at all times.
5. All persons renting or leasing a home from persons owning property in the District pursuant to a current, written lease will be required to obtain Facility Access Cards from the property owner to whom the Facility Access Cards were issued.

DEFINITIONS

“Amenity Center” or **“Amenity Facility”** consists of the Clubhouse, Pool Area (as defined below), playground area, parking lots, neighborhood parks, open space and other appurtenances or related improvements, all located in the Pine Ridge Plantation Community Development District.

“Amenity Center Staff” shall mean the persons responsible for daily operation of the Amenity Center, including the Amenity Manager (as defined below), lifeguards, facility attendants, maintenance personnel or any District employee.

“Amenity Manager” shall mean the individual responsible for oversight of the Amenity Center and Amenity Center Staff.

“Board” shall be defined as the District Board of Supervisors.

“District” shall mean the Pine Ridge Plantation Community Development District.

“District Property” shall mean all property owned by the District including, but not limited to, the Amenity Center, common areas, parking lots and ponds.

“Patron” shall be defined as persons or entities who own real property within the District and those persons or entities who do not own land within the District who have paid the annual user fee.

“Patron Household” shall be defined as all members of a Patron’s household. Unless specified elsewhere, each member of a Patron Household shall be considered to be a Patron.

“Policies” shall mean these Policies Regarding the District Amenity Facilities.

Except where otherwise specified, the terms **“Pool”**, and **“Swimming Pool”** shall mean the swimming pool and the slide. **“Pool Area”** shall mean all of the above, plus any gazebos, adjacent decks, shade structures and other property or improvements within the fenced area surrounding the pool.

“Sports Fields” shall include athletic fields within the District.

GENERAL PROVISIONS

1. Guests of Patrons must register upon entering the Amenity Center.
2. Except where specified otherwise, children under fifteen (15) years of age must be accompanied by a parent or adult eighteen (18) years of age or older.
3. The Amenity Center’s hours of operations will be 3:00 a.m. to 10:00 p.m. or as established and published by the District from time to time.
4. Alcoholic beverages shall not be served or sold, nor permitted to be consumed on the Amenity Centers premises, except at pre-approved special events, subject to the Facility Rental Policies below.
5. Dogs or other pets (with the exception of licensed service animals) are not permitted at the Amenity Centers. Where dogs are permitted, they must be leashed at all times.
6. Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, or in any way which blocks the normal flow of traffic, nor should vehicles be parked in common areas overnight.
7. Fireworks of any kind are not permitted in the Amenity Center.
8. These Policies will be reviewed annually and may modified from time to time, when necessary, by:
 - a. The Board at a publicly-noticed Board meeting; or
 - b. The Amenity Manager, upon approval of the Board Chairperson, and subject to Board ratification at the next publicly-noticed Board meeting.
9. The Board, Amenity Center Staff and Amenity Manager have full authority to enforce the District’s policies and rules.
10. Facility Access Cards will be issued to Patrons upon becoming owners of real property within the District or upon payment of the annual user fee. All Patrons must use their card for entrance to the Amenity Center. All lost or stolen Facility Access Cards should be reported immediately to the Amenity Center Manager. There will be a Twenty-Five Dollar (\$25.00) card replacement fee.

11. Smoking (including e-cigarettes) is not permitted anywhere in the Amenity Center.
12. Disregard for any Amenity Center rules or policies may result in expulsion from the facility and/or loss of Amenity Center privileges.
13. Glass and other breakable items are not permitted within the gates of at the Amenity Center.
14. Patrons and their guests shall treat Amenity Center Staff with courtesy and respect.
15. The Amenity Center does not offer childcare services to Patrons or guests.
16. Skateboarding is not allowed at the Amenity Center.
17. No vehicular traffic is allowed on any District property that does not have proper roadways established unless they have permission from the District or local government.
18. Insufficient Funds. The District will charge Fifty Dollars (\$50.00) for any check returned due to insufficient funds.

LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY

Each Patron and each guest as a condition of invitation to the premises of the Amenity Center assume sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on the premises of the center, whether in lockers or elsewhere.

No person shall remove from the room in which it is placed or from the Amenity Center's premises any property or furniture belonging to the District or its contractors without written authorization. Patrons shall be liable for any property damage and/or personal injury at the Amenity Center, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, caused by the Patron, their guests or family members. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage or personal injury.

Any Patron, guest or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the District, either on or off the Amenity Center's premises, shall do so at his or her own risk, and shall hold the Amenity Center, the District, the Board, District employees, District representatives, District contractors, and District consultants, harmless for any and all loss, cost, claim, injury damage or liability sustained or incurred by him or her, resulting therefrom and/or from any act of omission of the District, or their respective operators, Supervisors, employees, representatives, contractors, or agents.

Should any party bound by these Policies bring suit against the District, the Board, or District staff or consultants in connection with any event operated, organized, arranged or sponsored by

the District or any other claim or matter in connection with any event operated, organized, arranged or sponsored by the District, and fail to obtain judgment therein against the District, the Board, or District staff or consultants, said party shall be liable to the District for all costs and expenses incurred by it in the defense of such suit (including court costs and attorney's fees through all appellate proceedings).

GENERAL SWIMMING POOL RULES

THE PINE RIDGE PLANTATION CDD POOL IS A SWIM AT OWN RISK FACILITY

1. Swimming is permitted only during the daylight hours from 8:00 a.m. to sunset or as posted at the pool. The Pool Area will be closed to allow for scheduled and non-routine pool maintenance and repairs. Swimming after dusk is prohibited by the Florida Department of Health.
2. All guests must be accompanied by their Patrons and both parties must sign in upon entry of the Pool Area. Patrons are responsible for the actions of their guests. At any given time, each Patron household is permitted a maximum of five (5) guests at the Pool Area. Patrons and their guests are limited to a maximum of two (2) vehicles at the Amenity Center.
3. Lifeguards and Slide Attendants are on duty only on a seasonal basis. Patrons and guests who use the Swimming Pool do so at their own risk.
4. Children under the age of fifteen (15) years of age and younger must be accompanied by an adult at least eighteen (18) years of age at all times for usage of the pool facility. Patrons fifteen (15) years of age and older must have their own access card. Cards can be purchased at a fee of five (\$5.00) dollars per card.
5. Radios, televisions and the like may be listened to if played at a volume that is not offensive to other Patrons and guests. Determination of an "offensive volume" is in the sole discretion of Amenity Center Staff. Electrical equipment is not allowed around the pool facility.
6. Showers are required before entering the Pool Area.
7. Glass and other breakable items are not permitted in the Pool Area.
8. Children under three (3) years of age, and those who are not reliably toilet trained, must wear appropriate swim-diapers, as well as a swimsuit over the swim-diaper, to reduce the health risks associated with human waste in the Swimming Pool.
9. Play equipment, such as floats, rafts, snorkels, dive sticks, and flotation devices must meet with Amenity Center Staff approval prior to use. Amenity Center Staff reserves the right to discontinue usage of such play equipment during times of peak or scheduled activity at the Swimming Pool, or if the equipment provides a safety concern.
10. Swimming Pool availability may be changed without notice in order to facilitate maintenance

of the Amenity Center or scheduled events.

11. Pets (other than Licensed Service Animals), bicycles, skateboards, roller blades, scooters, paddleboards and golf carts are not permitted on the Pool Area or inside the pool gates at any time.
12. The District reserves the right to authorize all programs and activities, including the number of guest participants, equipment and supplies usage, etc., conducted at the pool, including swim lessons, aquatic/recreational programs and pool parties.
13. Any person swimming when the Swimming Pool is closed will in the sole discretion of the Board, be suspended from using the facility, reported to Clay County Sheriff's Office, issued trespass warrant and prosecuted to the fullest extent of the law.
14. Proper swim attire must be worn in the Pool Area. Cut-offs and thong bathing suits are not allowed as swimwear.
15. No chewing gum is permitted in the Pool Area.
16. Alcoholic beverages are not permitted in the pool area.
17. No diving, jumping, pushing, flipping, running or other horseplay is allowed in the Pool Area.
18. For the comfort of others, the changing of diapers or clothes is not allowed in the Pool Area.
19. No one shall pollute the Swimming Pool. Anyone who does pollute the Swimming Pool is liable for any costs incurred in treating and reopening the Swimming Pool.
20. Radio controlled water craft are not allowed in the Swimming Pool.
21. Swimming Pool entrances must be kept clear at all times.
22. Smoking (including e-cigarettes) is not permitted inside the Amenity Center gates or at the entrance to the Amenity Center facility.
23. No swinging on ladders, fences, or railings is allowed.
24. Pool furniture is not to be removed from the Pool Area, thrown into the Pool or otherwise disturbed.
25. Loud, profane, or abusive language is prohibited.
26. No furniture, personal items, food or drink is allowed within 48 inches of edge of pool.
27. Children less than forty-two (42) inches tall are not permitted to ride the slide.

28. Patrons or guests may ride the slide only if they have the ability to: (1) observe all rules; (2) control their descent on the waterslide and (3) swim the width of the recreation pool unassisted. Amenity Center Staff may, at its discretion, require any Patron or guest to demonstrate any or all of the above before the Patron or guest may ride the slide.
29. Only one person may ride the slide at a time, in accordance with manufacturer's recommendation. No shorts with snaps or rivets will be allowed on the slide.
30. Keep arms and hands inside flumes at all times.
31. No flotation devices are allowed on the water slide.
32. For safety reasons, pregnant women and persons with health conditions or back problems should not ride the water slide.
33. The slide may only be used during pool hours when it is attended by District contracted lifeguards at the top and bottom of the slide.

SWIMMING POOL: THUNDERSTORM POLICY/LIGHTNING POLICY

The Amenity Manager is in control of the operation of the Pool Area during thunderstorms and heavy rain. In the absence of the Amenity Manager, lifeguards on duty will control whether swimming is permitted or not during the times the Swimming Pool is attended. During periods of heavy rain, thunderstorms and other inclement weather, the Pool Area will be closed, whether staff is present or not. If heavy rain, thunder and/or lightning occur, everyone will be required to exit the pool and pool areas at the first sound of thunder and/or first sighting of lightning for a waiting period of at least 30 minutes. At any point during the 30-minute waiting period, if thunder and/or lightning is heard or seen, the waiting period will be extended 30-minutes from the last sighting or sound.

SWIMMING POOL: FECES POLICY

1. If contamination occurs, the Pool may be closed as long as necessary for the water to be chemically treated to kill the bacteria and meet Florida Department of Health standards.
2. Parents should take their children to the restroom before entering the Pool Area.
3. Children under three (3) years of age, and those who are not reliably toilet trained, must wear an appropriate lined swim-diaper, and a swimsuit over the swim-diaper.
4. To expedite timeliness of contamination cleanup, please report incidents to staff immediately (in person *or by phone when facility is not staffed*).

FITNESS CENTER POLICIES

All Patrons and guests using the Fitness Center are expected to conduct themselves in a responsible, courteous, and safe manner in compliance with all policies and rules of the Pine Ridge Plantation Community Development District governing the Amenity Centers. Disregard or violation of the District's Policies and rules and misuse or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges.

Please note that the Fitness Center is an unattended facility and persons using this facility do so at their own risk. Amenity Center Staff is not present to provide personal training or exercise consultation to Patrons or guests. Persons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.

1. **Hours:** The Fitness Center is available for use by Patrons and guests during the hours of 3:00 a.m. to 10:00 p.m.
2. **Emergencies:** For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff (when present or by emergency contact phone number posted at Amenity Manager's office). For 911 reporting purposes, the amenity center address is 4200 Pine Ridge Parkway, Middleburg, FL 32068.
3. **Eligible Users:** Patrons and guests eighteen (18) years of age and older are permitted to use the Fitness Center during designated operating hours. Children who are fourteen (14) to seventeen (17) years of age may use the Fitness Center only when accompanied by an adult at least eighteen (18) years of age. No children under thirteen (13) years of age are permitted to use the Fitness Center. At any given time, a Patron at least eighteen (18) years of age may accompany up to two (2) guests at the Fitness Center.

Persons under the age of eighteen (18) must have an executed Parental Release of Liability Form on file at Amenity Centers prior to using the Fitness Center.

4. **Proper Attire:** Appropriate clothing and footwear (covering the entire foot) must be worn at all times in the Fitness Center. Appropriate clothing includes t-shirts (no tank tops), shorts (no jeans), leotards, and/or sweat suits (no swimsuits).
5. **Food and Beverage:** Food (including chewing gum) is not permitted within the Fitness Center. Non-alcoholic beverages, however, are permitted in the Fitness Center if contained in non-breakable containers with screw top or sealed lids.
6. **Dogs or other pets** (with exception of licensed service animals) are permitted in the Fitness Center.
7. **General Policies:**
 - Each individual is responsible for wiping off fitness equipment after use.
 - Personal training is not offered in the Fitness Center. However, Patrons may retain personal trainers for use at the Fitness Center at the Patron's own expense and risk.

- Hand chalk is not permitted to be used in the Fitness Center.
- Radios, tape players and CD players are not permitted unless they are personal units equipped with headphones.
- Weights or other fitness equipment may not be removed from the Fitness Center.
- Please limit use of cardiovascular equipment to thirty (30) minutes if others are waiting.
- Step away from weight equipment between sets if other persons are waiting.
- Return all weights to their original location.
- Any fitness program operated, established and run by the District may have priority over other users of the Fitness Center.
- Wet bathing suits are not allowed in the Fitness Center.

PLAYGROUND POLICIES

The Playground is an unattended facility and persons using the facility do so at their own risk.

1. Hours: The Playground shall be available for use from dawn to dusk.
2. Children under the age of eight (8) must be accompanied by an adult at least eighteen (18) years of age.
3. Playground equipment may only be used for its intended use. Abuse of or climbing on top of equipment is prohibited.
4. Alcoholic beverages, glass containers and other breakable items are prohibited.
5. The use of profanity or disruptive behavior is prohibited.
6. No roughhousing on the Playground.
7. Persons using the Playground must clean up all food, beverages and miscellaneous trash brought to the Playground.
8. Use of the Playground may be limited from time to time due to a District-sponsored event.
9. Loitering is prohibited
10. Smoking (including e-cigarettes) is prohibited at District amenity facilities.

FACILITY RENTAL POLICIES

Patrons may reserve certain portions of the Amenity Center for private events. Only the Amenity Center Clubhouse and the Outdoor Veranda with five (5) tables are available for rental and reservations may be made no more than six (6) months prior to the event. In addition, each household may rent a portion of the Amenity Center only once per quarter of the calendar year. Persons interested in doing so should contact Amenity Manager regarding the anticipated date

and time of the event to determine availability. Please note that all areas of the Amenity Center are unavailable for private events on the following holidays:

Easter Sunday	Memorial Day	4 th of July
Labor Day	Thanksgiving	Christmas Eve
Christmas Day	New Year's Eve	New Year's Day

1. Available Facilities: The Clubhouse is available for private rental for up to five (5) total hours (including set-up and post-event cleanup). There is a maximum number of attendees for the Clubhouse rental of 50. There is NO use of the pool with rental of the Clubhouse. The Outdoor Veranda is available for private rental for up to four (4) hours (including set-up and post-event cleanup.) There is a maximum number of attendees for the Veranda rental of 25. The Veranda rental DOES include use of the pool.

The pool and pool deck are not available for private rental and shall remain open to other Patrons and their guests during normal operating hours. The Patron renting the Amenity Center shall be responsible for any and all damage and expenses arising from the event.

2. Reservations: Patrons interested in reserving the Clubhouse must submit a completed Facility Rental Application to the Amenity Manager. At the time of approval, two (2) checks or money orders (NO CASH) made out to the ***Pine Ridge Plantation Community Development District*** shall be submitted in order to complete the reservation. Please submit all checks and completed rental application to the Amenity Manager. One (1) check should be in the amount of the rental fee, and the other check should be in the amount of the deposit. The Amenity Manager will review the Facility Rental Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District's Board of Supervisors for consideration.
3. Fees and Deposits. The rental fee and deposit for the use of the District's Clubhouse and Outdoor Veranda for private social gathering are as follows:

	Fee	Deposit
Clubhouse (5 hours)	\$75.00	\$250.00 - Private Party (1-25 attendees) \$500.00 - Private Party (26-50 attendees)
Saturday and Sunday Clubhouse Rental Time Blocks:		
	10:00 a.m. to 3:00 p.m.	
	4:00 p.m. to 9:00 p.m.	
Saturday and Sunday Outdoor Rental Time Blocks:		
	9:00 a.m. to 1:00 p.m.	
	4:00 p.m. to 8:00 p.m.	
Outdoor Veranda (4 hours)	\$75.00	\$250.00 - Private Party (1-25 attendees)

4. Refund of Deposit: **To receive a full refund of the deposit, the following must be completed where applicable:**

- Ensure that all garbage is removed and placed in the dumpster.
- Remove all displays, favors or remnants of the event.
- Restore the furniture and other items to their original position.
- Wipe off counters, tabletops, sink area, windows, and doors and replace garbage liner in the rented area.
- Clean out and wipe down the refrigerator, and all cabinets and used appliances.
- Ensure that no damage has occurred to the Amenity Center and its property.
- Patron and Patron's guests are required to adhere to all Amenity Center and pool rules and regulations.
- Failure to comply with such rules and regulations may result in the forfeiture of Patron's deposit.

If additional cleaning is required, the Patron reserving the Clubhouse will be liable for any expenses incurred by the District to hire an outside cleaning contractor. In light of the foregoing, Patrons may opt to pay for the actual cost of cleaning by a professional cleaning service hired by the District. The Amenity Manager shall determine the amount of deposit to return, if any.

Deposit checks will be returned only to the Patron who completed the Facility Rental Application or to a party designated by the Patron at the time of submittal of the Facility Rental Application. Photo identification shall be required for the return of deposit checks.

5. General Policies:

- Patrons are responsible for ensuring that their guests adhere to the policies set forth herein.
- No decorations may be affixed to the walls, doors or any fixtures.
- The Clubhouse may be rented until 10:00 p.m.
- The Outdoor Veranda may be rented until dusk.
- The volume of live or recorded music must not violate applicable Clay County noise ordinances.
- No glass, breakable items or alcohol are permitted on District property, unless pre-approved by Facility Manager per policies set forth by the Board of Supervisors.
- No offensive music, lyrics or profanity is allowed on the Amenity Center premises.
- Event Liability Coverage may be required on a case-by-case basis in the discretion of the Board of Supervisors.

6. Staffing: For private events with twenty-five (25) guests or less, Patrons will not be required to pay for additional staff, unless otherwise required by the District. For events in excess of twenty-five (25) guests, additional staff will be required at a rate established by the **Amenity Manager**.

7. Alcohol Policies:

- Patrons intending to serve alcohol at a rented facility must so indicate on the Facility Use Application. Any Patron who does not so indicate at the time the application is submitted shall not be permitted to serve alcohol.
- Event Liability insurance coverage in the amount of One Million Dollars (\$1,000,000) will be required for all events that are approved to serve alcoholic beverages. The District, the Board, and District staff and consultants are to be named on these policies as additional insureds.
- Patrons serving alcohol agree to indemnify and hold harmless the District and its Supervisors, officers, directors, consultants and staff from any and all liability, claims, actions, suits, or demands by any person, corporation or other entity, for injuries, death property damage of any nature, arising out of, or in connection with the, the service of alcohol. Patrons agree that such indemnification shall not constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Fla. Stat.
- Patrons must hire a certified bartender to dispense alcohol.

SUSPENSION AND TERMINATION OF ACCESS RULE

1. Introduction. This rule addresses disciplinary and enforcement matters relating to the use of the Amenity Center, Amenity Facility, and other District Property (together, the "Amenities").
2. General Rule. All persons using or entering the Amenities are responsible for compliance with the rules and policies established for the safe operations of the District's Amenities.
3. Access Cards. Access Cards are the property of the District. The District may request surrender of, or may deactivate, a person's Access Card for violation of the District's rules and policies established for the safe operations of the District's Amenities.
4. Suspension and Termination of Rights. The District shall have the right to restrict, suspend, or terminate access to the Amenities of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a "Violation"):
 - a. Submitting false information on any application for use of the Amenities, including but not limited to facility rental applications;
 - b. Failing to abide by the terms of rental applications;
 - c. Permitting the unauthorized use of a key fob or Access Card or otherwise facilitates or allows unauthorized use of the Amenities;
 - d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;

- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Policies and Procedures);
- g. Treating the District's staff, contractors, representatives, residents, landowners, Patrons, or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners, [Patrons, or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenities access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenities access.

5. **Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).
6. **Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property

Damage Reimbursement”). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

7. Removal from Amenities. The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District’s best interest to do so.
8. Initial Suspension from Amenities. The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person’s access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District’s rules and policies violated, the time, date, and location of the next regular Board meeting where the person’s suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.
9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.
 - a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.
 - b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person’s escalation or de-escalation of the situation, and any prior Violations and/or suspensions
 - c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.
 - d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost

to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

10. **Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.
11. **Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all Access Cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.
12. **Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.
13. **Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenities, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenities after expiration of a suspension imposed by the District.

14. Severability. If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

SIXTH ORDER OF BUSINESS

**Pine Ridge Plantation
Community Development District**

ANNUAL FINANCIAL REPORT

September 30, 2022

Pine Ridge Plantation Community Development District

ANNUAL FINANCIAL REPORT

September 30, 2022

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REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors
Pine Ridge Plantation Community Development District
Clay County, Florida

Report on Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and each major fund of Pine Ridge Plantation Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Pine Ridge Plantation Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Fort Pierce / Stuart



To the Board of Supervisors
Pine Ridge Plantation Community Development District

In preparing the financial statements, management is required to evaluate 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 one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives 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 GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. 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. Misstatements are considered material if there is a substantial likelihood that, 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.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- 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. Accordingly, no such opinion is expressed.
- 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.
- Conclude whether, in our judgement, 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 a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors
Pine Ridge Plantation Community Development District

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated July 25, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Pine Ridge Plantation Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

July 25, 2023

Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022

Management's discussion and analysis of Pine Ridge Plantation Community Development District (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

OVERVIEW OF THE FINANCIAL STATEMENTS

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of the governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and debt service.

Fund financial statements present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Fund financial statements include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including capital assets are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long-lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long-lived assets are reported as expenditures and long-term liabilities, such as special assessment bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliation is provided from the *fund financial statements* to the *government-wide financial statements*.

Notes to financial statements provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

Financial Highlights

The following are the highlights of financial activity for the year ended September 30, 2022.

- ◆ The District's total liabilities exceeded total assets and deferred outflows of resources by \$(4,676,654) (net position). Unrestricted net position for Governmental Activities was \$(3,995,696). Net investment in capital assets was \$(717,767). Restricted net position was \$36,809.
- ◆ Governmental activities revenues totaled \$1,489,238, while governmental activities expenses totaled \$1,061,647.

**Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District

The following schedule provides a summary of the assets, deferred outflows of resources, liabilities and net position of the District and is presented by category for comparison purposes.

Net Position

	Governmental Activities	
	2022	2021
Current assets	\$ 1,123,028	\$ 1,156,315
Restricted assets	1,481,224	2,316,251
Capital assets	4,204,796	3,300,327
Total Assets	<u>6,809,048</u>	<u>6,772,893</u>
Deferred Outflows of Resources	<u>240,323</u>	<u>256,765</u>
Current liabilities	1,030,956	798,014
Non-current liabilities	10,695,069	11,335,889
Total Liabilities	<u>11,726,025</u>	<u>12,133,903</u>
Net investment in capital assets	(717,767)	(1,597,984)
Net position - restricted	36,809	40,901
Net position - unrestricted	<u>(3,995,696)</u>	<u>(3,547,162)</u>
Total Net Position	<u><u>\$ (4,676,654)</u></u>	<u><u>\$ (5,104,245)</u></u>

The decrease in current assets is mainly related to expenditures exceeding revenues at the fund level in the current year.

The increase in capital assets is primarily related to the increase in construction in progress in the current year.

The increase in current liabilities is related to the increase in accrued expenses and retainage payable in the current year.

The decrease in non-current liabilities is primarily due to the principal payments on long-term debt in the current year.

**Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Financial Analysis of the District (Continued)

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

Changes in Net Position

	Governmental Activities	
	2022	2021
Program Revenues		
Charges for services	\$ 1,468,360	\$ 1,470,109
General Revenues		
Investment earnings	10,294	1,274
Miscellaneous revenues	10,584	10,075
Total Revenues	<u>1,489,238</u>	<u>1,481,458</u>
Expenses		
General government	105,587	91,441
Physical environment	275,574	247,511
Culture and recreation	355,170	356,150
Interest and other charges	325,316	357,175
Total Expenses	<u>1,061,647</u>	<u>1,052,277</u>
Change in Net Position	427,591	429,181
Net Position - Beginning of Year	<u>(5,104,245)</u>	<u>(5,533,426)</u>
Net Position - End of Year	<u><u>\$ (4,676,654)</u></u>	<u><u>\$ (5,104,245)</u></u>

The increase in general government is mainly related to the increase in supervisor, legal, and trustee fees in the current year.

The increase in physical environment is related to the increase in depreciation in the current year.

The decrease in interest and other charges is related to the reduction in long-term debt outstanding in the current year.

**Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Capital Assets Activity

The following schedule provides a summary of the District's capital assets as of September 30, 2022 and 2021.

<u>Description:</u>	Governmental Activities	
	2022	2021
Construction in progress	\$ 1,101,323	\$ 28,128
Infrastructure	2,810,596	2,810,596
Buildings and improvements	2,332,810	2,325,000
Equipment	19,480	19,480
Accumulated depreciation	(2,059,413)	(1,882,877)
Total	<u>\$ 4,204,796</u>	<u>\$ 3,300,327</u>

During the year, depreciation was \$176,536, additions to buildings and improvements were \$7,810, and additions to construction in progress were \$1,073,195.

General Fund Budgetary Highlights

During the year, budgeted expenditures exceeded actual amounts primarily because facility assistant, reserve and water-usage expenditures were lower than anticipated.

The September 30, 2022 budget was not amended.

Debt Management

Governmental Activities debt includes the following:

- ◆ In September 2020, the District issued \$9,545,000 Series 2020A-1 Senior Capital Improvement Revenue and Refunding Bonds and \$2,890,000 2020A-2 Subordinate Capital Improvement Revenue and Refunding Bonds. These bonds were issued to refund and redeem the outstanding Series 2006A Capital Improvement Revenue Bonds and to finance improvements within the District. The balance outstanding of the Series 2020A-1 and Series 2020A-2 Bonds at September 30, 2022 was \$8,610,000 and \$2,620,000, respectively.

**Pine Ridge Plantation Community Development District
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2022**

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Economic Factors and Next Year's Budget

Pine Ridge Plantation Community Development District does not expect any economic factors to have a significant effect on the financial position or results of operations of the District in fiscal year 2023.

Request for Information

The financial report is designed to provide a general overview of Pine Ridge Plantation Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Pine Ridge Plantation Community Development District, Governmental Management Services, 475 West Towne Place, Suite 114, St. Augustine, Florida 32092.

Pine Ridge Plantation Community Development District
STATEMENT OF NET POSITION
September 30, 2022

	Governmental Activities
ASSETS	
Current Assets:	
Cash	\$ 149,767
Investments	952,762
Prepaid expenses	20,499
Total Current Assets	<u>1,123,028</u>
Non-Current Assets:	
Restricted assets:	
Investments	1,481,224
Capital assets not being depreciated:	
Construction in progress	1,101,323
Capital assets being depreciated:	
Infrastructure	2,810,596
Buildings and improvements	2,332,810
Equipment	19,480
Accumulated depreciation	<u>(2,059,413)</u>
Total Non-Current Assets	<u>5,686,020</u>
Total Assets	<u>6,809,048</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred amount on refunding, net	<u>240,323</u>
LIABILITIES	
Current Liabilities:	
Accounts payable and accrued expenses	194,036
Retainage payable	90,233
Accrued interest	126,687
Bonds payable	620,000
Total Current Liabilities	<u>1,030,956</u>
Non-Current Liabilities:	
Bonds payable, net	<u>10,695,069</u>
Total Liabilities	<u>11,726,025</u>
NET POSITION	
Net investment in capital assets	(717,767)
Restricted for debt service	36,809
Unrestricted	<u>(3,995,696)</u>
Total Net Position	<u><u>\$ (4,676,654)</u></u>

See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2022

Functions/Programs	Expenses	Program Revenues Charges for Services	Net (Expense) Revenues and Changes in Net Position Governmental Activities
Governmental Activities			
General government	\$ (105,587)	\$ 114,701	\$ 9,114
Physical environment	(275,574)	161,406	(114,168)
Culture/recreation	(355,170)	263,464	(91,706)
Interest and other charges	(325,316)	928,789	603,473
Total Governmental Activities	<u>\$ (1,061,647)</u>	<u>\$ 1,468,360</u>	<u>406,713</u>
General revenues:			
			10,294
			10,584
			<u>20,878</u>
			427,591
			(5,104,245)
			<u>\$ (4,676,654)</u>

See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
BALANCE SHEET –
GOVERNMENTAL FUNDS
September 30, 2022

	General Fund	Debt Service	Capital Projects	Total Governmental Funds
ASSETS				
Cash	\$ 90,166	\$ -	\$ 59,601	\$ 149,767
Investments	750,455	-	202,307	952,762
Prepaid expenses	20,499	-	-	20,499
Restricted assets:				
Investments, at fair value	-	451,698	1,029,526	1,481,224
Total Assets	<u>\$ 861,120</u>	<u>\$ 451,698</u>	<u>\$1,291,434</u>	<u>\$ 2,604,252</u>
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable and accrued expenses	\$ 38,118	\$ -	\$ 155,918	\$ 194,036
Retainage payable	-	-	90,233	90,233
Total Liabilities	<u>38,118</u>	<u>-</u>	<u>246,151</u>	<u>284,269</u>
FUND BALANCES				
Nonspendable-prepays	20,499	-	-	20,499
Restricted:				
Debt service	-	451,698	-	451,698
Capital projects	-	-	783,375	783,375
Assigned-capital projects	-	-	261,908	261,908
Unassigned	802,503	-	-	802,503
Total Fund Balance	<u>823,002</u>	<u>451,698</u>	<u>1,045,283</u>	<u>2,319,983</u>
Total Liabilities and Fund Balances	<u>\$ 861,120</u>	<u>\$ 451,698</u>	<u>\$1,291,434</u>	<u>\$ 2,604,252</u>

See accompanying notes to financial statements.

**Pine Ridge Plantation Community Development District
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES
September 30, 2022**

Total Governmental Fund Balances	\$ 2,319,983
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets, construction in progress, \$1,101,323, infrastructure, \$2,810,596, buildings and improvements, \$2,332,810, and equipment, \$19,480, less accumulated depreciation, \$(2,059,413), used in governmental activities are not financial resources and therefore, are not reported in the funds.	4,204,796
Long-term liabilities, including bonds payable, \$(11,230,000), and bond premium, net, \$(85,069), are not due and payable in the current period and therefore, are not reported at the fund level.	(11,315,069)
Deferred outflow of resources are not current financial resources and therefore, are not reported at the fund level.	240,323
Accrued interest expense for long-term debt is not a current financial use and therefore, is not reported in the funds.	<u>(126,687)</u>
Net Position of Governmental Activities	<u><u>\$ (4,676,654)</u></u>

See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –
GOVERNMENTAL FUNDS
For the Year Ended September 30, 2022

	General	Debt Service	Capital Projects	Total Governmental Funds
Revenues:				
Special assessments	\$ 539,571	\$ 928,789	\$ -	\$ 1,468,360
Investment earnings	2,957	1,322	6,015	10,294
Miscellaneous revenues	10,584	-	-	10,584
Total Revenues	<u>553,112</u>	<u>930,111</u>	<u>6,015</u>	<u>1,489,238</u>
Expenditures:				
Current				
General government	105,587	-	-	105,587
Physical environment	148,580	-	29,814	178,394
Culture and recreation	242,529	-	33,285	275,814
Capital outlay	-	-	1,081,005	1,081,005
Debt service				
Principal	-	620,000	-	620,000
Interest	-	322,297	-	322,297
Total Expenditures	<u>496,696</u>	<u>942,297</u>	<u>1,144,104</u>	<u>2,583,097</u>
Revenues over/(under) expenditures	<u>56,416</u>	<u>(12,186)</u>	<u>(1,138,089)</u>	<u>(1,093,859)</u>
Other Financing Sources/(Uses)				
Transfers in	-	-	24,614	24,614
Transfers out	(24,614)	-	-	(24,614)
Total Other Financing Sources/(Uses)	<u>(24,614)</u>	<u>-</u>	<u>24,614</u>	<u>-</u>
Net change in fund balances	31,802	(12,186)	(1,113,475)	(1,093,859)
Fund Balances - October 1, 2021	<u>791,200</u>	<u>463,884</u>	<u>2,158,758</u>	<u>3,413,842</u>
Fund Balances - September 30, 2022	<u>\$ 823,002</u>	<u>\$ 451,698</u>	<u>\$ 1,045,283</u>	<u>\$ 2,319,983</u>

See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2022

Net Change in Fund Balances - Total Governmental Funds	\$ (1,093,859)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(176,536), was exceeded by capital outlay, \$1,081,005, in the current year.	904,469
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Principal payments are reported as expenditures in the governmental funds, but are reported as reductions of liabilities in the Statement of Net Position.	620,000
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The deferred amount on refunding is recognized as other debt service costs in the year of refunding at the fund level, however, at the government-wide level this cost is amortized over the life of the bonds.	(16,442)
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Bond premium is recognized as an other financing source in the year the bonds are issued at the fund level, however, the premium is combined with bonds payable at the government-wide level and amortized over the life of the bonds.	5,820
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In the Statement of Activities, interest is accrued on outstanding bonds; whereas in governmental funds, interest expenditures are reported when due. This is the change in accrued interest during the current period.	<div style="border-top: 1px solid black;">7,603</div>
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Change in Net Position of Governmental Activities	<div style="border-top: 1px solid black; border-bottom: 3px double black;">\$ 427,591</div>
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See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GENERAL FUND
For the Year Ended September 30, 2022

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 538,283	\$ 538,283	\$ 539,571	\$ 1,288
Investment earnings	600	600	2,957	2,357
Miscellaneous revenues	3,000	3,000	10,584	7,584
Total Revenues	<u>541,883</u>	<u>541,883</u>	<u>553,112</u>	<u>11,229</u>
Expenditures				
Current				
General government	121,734	121,734	105,587	16,147
Physical environment	196,414	196,414	148,580	47,834
Culture and recreation	266,922	266,922	242,529	24,393
Total Expenditures	<u>585,070</u>	<u>585,070</u>	<u>496,696</u>	<u>88,374</u>
Revenues over/(under) expenditures	(43,187)	(43,187)	56,416	99,603
Other Financing Sources/(Uses)				
Transfers out	<u>-</u>	<u>-</u>	<u>(24,614)</u>	<u>(24,614)</u>
Net change in fund balances	(43,187)	(43,187)	31,802	74,989
Fund Balances - October 1, 2021	<u>43,187</u>	<u>43,187</u>	<u>791,200</u>	<u>748,013</u>
Fund Balances - September 30, 2022	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 823,002</u>	<u>\$ 823,002</u>

See accompanying notes to financial statements.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

1. Reporting Entity

The District was established on March 8, 2006, pursuant to Clay County Ordinance Number 2006-05 and Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or outside the boundaries of the Pine Ridge Plantation Community Development District. The District is governed by a five-member Board of Supervisors who are elected for four year terms. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Pine Ridge Plantation Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

2. Measurement Focus and Basis of Accounting

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

a. Government-wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues include charges for services and payments made by parties outside of the reporting government's citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

b. Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

Nonspendable Fund Balance – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted Fund Balance – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

Assigned Fund Balance – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

Unassigned Fund Balance – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2. Measurement Focus and Basis of Accounting (Continued)

b. Fund Financial Statements (Continued)

Governmental Funds (Continued)

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period. Revenues are considered to be available when they are collected within the current period, or soon thereafter, to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

3. Basis of Presentation

a. Governmental Major Funds

General Fund – The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Debt Service Fund – Accounts for debt service requirements to retire the capital improvement bonds which were used to refund and retire an existing bond and finance the construction of District infrastructure improvements. The bond series is secured by a pledge of all available special assessment revenues in any fiscal year related to the improvements and a first lien on the special assessment revenues from the District's liens on all benefited land within the District.

Capital Projects Fund – Accounts for monies the Board has set aside for capital improvements and the construction of capital improvements within the District.

b. Non-Current Governmental Assets/Liabilities

GASB Statement 34 requires that non-current governmental assets, such as land and buildings, and non-current governmental liabilities, such as general obligation bonds, be reported in the governmental activities column in the government-wide Statement of Net Assets.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Deferred Outflows of Resources, Liabilities, and Net Position or Equity

a. Cash and Investments

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

b. Restricted Net Position

Certain net position of the District will be classified as restricted on the statement of net assets because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

c. Capital Assets

Capital assets, which include construction in progress, infrastructure, buildings and improvements and equipment, are reported in governmental activities.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4. Assets, Deferred Outflows of Resources, Liabilities, and Net Assets or Equity (Continued)

c. Capital Assets (Continued)

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Buildings and improvements	30 years
Infrastructure	15-30 years
Equipment	10 years

d. Unamortized Bond Premiums

Bond premiums associated with the issuance of revenue bonds are amortized according to the straight-line method of accounting. For financial reporting, unamortized bond premiums are netted with the applicable long-term debt.

e. Budgets

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. Formal budgets are adopted for the general fund. The legal level of budgetary control is at the fund level. As a result, deficits in the budget columns of the accompanying financial statements may occur. All budgeted appropriations lapse at year end.

f. Deferred Outflow of Resources

Deferred outflow of resources is the consumption of net position by the government that is applicable to a future reported period. Deferred amount on refunding is amortized and recognized as a component of interest expense over the life of the bond.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

“Total fund balances” of the District’s governmental funds, \$2,319,983, differs from “net position” of governmental activities, \$(4,676,654), reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated below.

Capital related items

When capital assets (buildings and improvements, infrastructure, and equipment) that are to be used in governmental activities are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Construction in progress	\$ 1,101,323
Infrastructure	2,810,596
Buildings and improvements	2,332,810
Equipment	19,480
Accumulated depreciation	<u>(2,059,413)</u>
Total	<u>\$ 4,204,796</u>

Deferred outflow of resources

Deferred outflow of resources applicable to the District’s governmental activities are not current financial resources and therefore, are not reported as fund deferred outflow of resources:

Deferred amount on refunding, net	<u>\$ 240,323</u>
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Long-term debt transactions

Long-term liabilities applicable to the District’s governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position. Balances at September 30, 2022 were:

Bonds payable	\$ (11,230,000)
Bond premium, net	<u>(85,069)</u>
Total	<u>\$ (11,315,069)</u>

Accrued interest

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	<u>\$ (126,687)</u>
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Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)

2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

The “net change in fund balances” for government funds, \$(1,093,859), differs from the “change in net position” for governmental activities, \$427,591, reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decrease by the amount of depreciation charged for the period.

Depreciation	\$ (176,536)
Capital outlay	<u>1,081,005</u>
Total	<u><u>\$ 904,469</u></u>

Long-term debt transactions

Repayments of bond principal are reported as an expenditure in the governmental funds and, thus, have the effect of reducing fund balance because current financial resources have been used.

Bond principal payments	<u><u>\$ 620,000</u></u>
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Bond premiums are amortized over the life of the bonds as interest. This is the current year amortization.

Bond premium amortization	<u><u>\$ 5,820</u></u>
---------------------------	------------------------

Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Change in accrued interest	<u><u>\$ 7,603</u></u>
Deferred amount on refunding amortization	<u><u>\$ (16,442)</u></u>

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE C – CASH AND INVESTMENTS

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk, however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2022, the District's bank balance was \$161,536 and the carrying value was \$149,767. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

As of September 30, 2022, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
U S Bank Managed Money Market	N/A	\$ 31,670
First American Treasury Obligation Fund	9 days*	1,481,224
Florida PRIME	21 days*	<u>921,092</u>
Total		<u>\$ 2,433,986</u>

* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

The investments in the First American Treasury Obligation Fund and U S Bank Managed Money Market are level 1 assets.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Investments

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2021, there were no redemption fees, maximum transaction amounts, or any other requirement that would limit daily access to 100 percent of the account value.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. The District's investments in the First American Treasury Obligations Fund and Florida PRIME were rated AAAM by Standard & Poor's as of September 30, 2022.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The District's investments in the First American Treasury Obligation Fund are 73% of the District's total investments. The District's investments in Florida PRIME are 21% of the District's investments. The District also has 6% of its investments in the U S Bank Managed Money Market.

The types of deposits and investments and their level of risk exposure as of September 30, 2022 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE D – SPECIAL ASSESSMENT REVENUES

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon adopted budget and levied annually. Debt Service Assessments are levied when bonds are issued and collected annually. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the bond documents.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

NOTE E – CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Construction in progress	\$ 28,128	\$ 1,073,195	\$ -	\$ 1,101,323
Capital assets, being depreciated:				
Infrastructure	2,810,596	-	-	2,810,596
Buildings and improvements	2,325,000	7,810	-	2,332,810
Equipment	19,480	-	-	19,480
Total Capital Assets, Being Depreciated	<u>5,155,076</u>	<u>7,810</u>	<u>-</u>	<u>5,162,886</u>
Less accumulated depreciation for:				
Infrastructure	(1,022,839)	(97,180)	-	(1,120,019)
Buildings and improvements	(851,111)	(77,717)	-	(928,828)
Equipment	(8,927)	(1,639)	-	(10,566)
Total Accumulated Depreciation	<u>(1,882,877)</u>	<u>(176,536)</u>	<u>-</u>	<u>(2,059,413)</u>
Total Capital Assets, Being Depreciated, Net	<u>3,272,199</u>	<u>(168,726)</u>	<u>-</u>	<u>3,103,473</u>
Governmental Activities Capital Assets	<u>\$ 3,300,327</u>	<u>\$ 904,469</u>	<u>\$ -</u>	<u>\$ 4,204,796</u>

Depreciation of \$97,180 was charged to physical environment and \$79,356 was charged to culture/recreation.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE F – LONG-TERM DEBT

The following is a summary of long-term debt activity for the District for the year ended September 30, 2022.

Long-term debt at October 1, 2021	\$ 11,850,000
Principal payments	<u>(620,000)</u>
Long-term debt at September 30, 2022	\$ 11,230,000
Plus: bond premium	<u>85,069</u>
Bonds payable, net at September 30, 2022	<u><u>\$ 11,315,069</u></u>

Long-term debt for Governmental Activities is comprised of the following:

Capital Improvement Revenue and Refunding Bonds

\$9,545,000 Series 2020A-1 Senior Capital Improvement Revenue and Refunding Bonds are due in annual principal installments beginning May 2021 maturing May 2037. Interest at various rates between 2% and 3% is due May and November beginning November 2020. Current portion is \$480,000.

\$ 8,610,000

\$2,890,000 Series 2020A-2 Subordinate Capital Improvement Revenue and Refunding Bonds are due in annual principal installments beginning May 2021 and maturing May 2037. Interest at various rates between 2.75% and 3.75% is due May and November beginning November 2020. Current portion is \$140,000.

2,620,000

Bonds Payable \$ 11,230,000

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE F – LONG-TERM DEBT (CONTINUED)

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2022 are as follows:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 620,000	\$ 304,049	\$ 924,049
2024	640,000	285,799	925,799
2025	660,000	266,949	926,949
2026	670,000	252,662	922,662
2027	690,000	237,311	927,311
2028-2032	3,695,000	936,106	4,631,106
2033-2037	4,255,000	391,750	4,646,750
Totals	<u>\$ 11,230,000</u>	<u>\$ 2,674,626</u>	<u>\$ 13,904,626</u>

Summary of Significant Bonds Resolution Terms and Covenants

Capital Improvement Revenue and Refunding Bonds

Significant Bond Provisions

The Series 2020 Bonds are subject to redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2030 at a redemption price set forth in the Trust Indenture. The Series 2020 are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements.

Pine Ridge Plantation Community Development District
NOTES TO FINANCIAL STATEMENTS
September 30, 2022

NOTE F – LONG-TERM DEBT (CONTINUED)

Depository Funds

The bond resolution establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

Reserve Fund – The Series 2020A-1 Reserve requirement is an amount equal to 50 percent the maximum annual debt service of the Series 2020A-1 Bonds. The Series 2020A-1 Reserve Account was funded as 50 percent of the requirement from the proceeds of the Series 2020A-1 Bonds and 50 percent the requirement is satisfied by the Reserve Insurance Policy. The Series 2020A-2 Reserve Account was funded from the proceeds of the Series 2020A-2 Bonds an amount equal to 50 percent of the maximum annual debt service of the Series 2020A-2 Bonds. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

The following is a schedule of required reserve deposits as of September 30, 2022:

<u>Capital Improvement Revenue and Refunding Bonds</u>	<u>Reserve Balance</u>	<u>Reserve Requirement</u>
Series 2020A-1 (Senior Bond)	\$ 173,593	\$ 173,593
Series 2020A-2 (Subordinate Bond)	\$ 115,100	\$ 115,100

NOTE G – INTERFUND ACTIVITY

Interfund transfers for the year ended September 30, 2022, consisted of the following:

<u>Transfers In</u>	<u>Transfers Out</u>
	<u>General Fund</u>
Capital Projects Fund	<u>\$ 24,614</u>

Interfund transfers in the current year were made to increase capital reserves.

NOTE H – RISK MANAGEMENT

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District has not filed any claims under this commercial coverage during the last three years.



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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Pine Ridge Plantation Community Development District
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Pine Ridge Plantation Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated July 25, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered Pine Ridge Plantation Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Pine Ridge Plantation Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Pine Ridge Plantation Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.



To the Board of Supervisors
Pine Ridge Plantation Community Development District

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Pine Ridge Plantation Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

July 25, 2023



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

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MANAGEMENT LETTER

To the Board of Supervisors
Pine Ridge Plantation Community Development District
Clay County, Florida

Report on the Financial Statements

We have audited the financial statements of the Pine Ridge Plantation Community Development District as of and for the year ended September 30, 2022, and have issued our report thereon dated July 25, 2023.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated July 25, 2023, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. There were no findings or recommendations in the preceding financial audit report.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires that we apply appropriate procedures and communicate the results of our determination as to whether or not Pine Ridge Plantation Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify of the specific conditions met. In connection with our audit, we determined that the Pine Ridge Plantation Community Development District did not meet any of the conditions described in Section 218.503(1), Florida Statutes



To the Board of Supervisors
Pine Ridge Plantation Community Development District

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2022 for Pine Ridge Plantation Community Development District. It is management's responsibility to monitor the Pine Ridge Plantation Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Pine Ridge Plantation Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 5
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 11
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$8,866
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$534,671
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: The District had \$1,081,005 in construction projects during the current year.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was not amended.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Pine Ridge Plantation Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: The General Fund, \$776.99 and the Debt Service Fund, \$1,242.12 - \$1,511.72.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$1,468,360.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: Series 2020A-1 Bonds, \$8,610,000 maturing May 2037, and Series 2020A-2 Bonds, \$2,620,000, maturing May 2037.



To the Board of Supervisors
Pine Ridge Plantation Community Development District

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any findings or recommendations.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

July 25, 2023



**Berger, Toombs, Elam,
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**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors
Pine Ridge Plantation Community Development District
Clay County, Florida

We have examined Pine Ridge Plantation Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2022. Management is responsible for Pine Ridge Plantation Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Pine Ridge Plantation Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Pine Ridge Plantation Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Pine Ridge Plantation Community Development District's compliance with the specified requirements.

In our opinion, Pine Ridge Plantation Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2022.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

July 25, 2023

SEVENTH ORDER OF BUSINESS

D.

1.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: September 19, 2023
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager & Cameron Zakrzewski,
Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- Clubhouse A/C was replaced on July 13th
- Rebuild of the slide tower was completed and water slide opened on August 12th
- Replaced a broken drain grate on the wet step of the pool near the base of the slide
- Air filters were changed on August 2nd in the office side of the building
- Sprayed numerous wasp nests around the amenity center and playground
- Flush valve was replaced in the third stall of the women's poolside restroom
- Fireplace was cleaned out on September 1st
- Touched up paint on the main entry gate due to some chipping in some areas
- New flag was purchased for the amenity center on September 5th
- RMS staff removed debris left behind from a developer dumpster in one of common areas. Debris was disposed of on September 8th
- One of the mirror panels in the fitness center has cracked. Replacement mirror has been ordered from Lee & Cates Glass
- Staff finished reconfigured fencing around the interior of the splash ground to open it up to make it not only easier for landscaping but to eliminate some of the dead space and make it easier to add seating of some sort in the future
- Additional fence installation along Tynes/Camp Ridge has been completed

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.
- Pruning of the palm trees was completed on July 17th

Amenity Manager:

- Total number of rentals scheduled for July and August = 23
- Total number of tentative rentals scheduled for September and October = 17
- Fitness Pro performed quarterly maintenance inspection of the fitness equipment on July 14th
- Office printer had to be replaced on July 17th
- The 6 replacement table tops that were ordered back in April were delivered on July 18th
- New umbrellas for the tables were purchased on August 1st
- The Frozen Sweets truck was at the amenity center on July 30th from 1 to 5 p.m. and again on September 3rd from 2 to 6 p.m.
- Halo-Halong Sangkap Pinoy Eats was at the amenity center on July 22nd from 4 to 7 p.m.
- The Ever Changing Food truck was at the amenity center on July 25th from 5 to 8 p.m.
- Filipin Go was at the amenity center on August 31st from 5 to 8 p.m.
- Pine Ridge HOA will hold their monthly meeting at the amenity center on September 14th at 7 p.m.
- Pine Ridge West HOA meeting will be held at the amenity center on September 20th at 6 p.m.

NINTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, July 18, 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:

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

Also, present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Maria Cranford	Amenity Manager
Jay Soriano	GMS
Rodney Hicks	Brightview
Cameron Zakrzewski	RMS

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. There were no public comments.

THIRD ORDER OF BUSINESS**Open Items****A. Slide Tower**

Mr. Soriano stated he sent an update the second week of June. We were moving along pretty good. The welder has finished everything. He cannot finish the last bit because of the framing at the top. We cannot get up there until we get the actual tower steps built back up. Take the frame down and put his pieces along and make sure everything fits nice and snug and then he is finalized, and we can cut his last check. They are sand blasting now but have lost some of their sand blasters. They are finishing everything off and asked us to wait one more week. Something that started off as two weeks is now getting into four and the next week will be five weeks. Hopefully we will have those back. Everything that is powder coated right now is the risers and handrails and not the curved railings that go around the outside. Curved railings are kind of important because they attach each one of those risers on the outside and the risers are bolted to your center post and that spreads out the weight distribution a little bit. We have started coating all of the posts so everything is nice and glossy. We do have a couple of more that we want to get up higher and get everything coated. Everything has been rust treated. We have also done enough work to be able to do fiberglass and get more grip on your actual steps. We did not replace the fiberglass. We did talk about all of the work that we would be doing with fabrication and power coating but did not really address those fiberglass platforms that you actually walk on. We did have enough money when we were done to buy some really nice epoxy. It is grid and everything is coated so those will go back in place. He noted they are on budget. The epoxy for this is a 10-year epoxy. A couple of years go by, we know we are going to have to pressure wash. You guys did pay for extra service on the slide. It is the same way and will start to eat away at your surface. RMS is going to be here to pressure wash and clean to keep that scale from forming.

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

Mr. Soriano stated this includes everything that we have finished. We have had a couple of issues with the tennis courts and the basketball courts so all of your hard surfaces that are out there. We had some issues with the spray ground that we hope we are clearing up. We talked about that the last time with CES. They do understand they are getting everything straight so if they continue to have problems again that is a warranty issue. Hopefully we have that part handled. That is the one we were worried about last meeting as it causes a lot of issues. If you

can't press the button, the kids cannot play. You asked to determine when they came out for the last call that we got a bad sensor so they will be replacing that. We have some sinking going on in your asphalt. The weight of your pickleball nets is actually heavy enough that they are sinking down in the asphalt. Right now you have holes that are about 2-3 inches deep in the asphalt. Those were not designed to be on asphalt courts but were designed to be on concrete courts as concrete is a little stronger. The other issue is with your surface company, there were two subcontractors. One surface company came in and laid your asphalt. They also paint lines and things like that. They left the painting to another subcontractor. Nobody is happy with that subcontractor with Paul Hoffmans Group. I did talk to Paul today and he asked if you guys would have the patience that he would take care of everything. The things that I want to point out are the size of our holes. He is going to have to fix the asphalt to bring the level of the holes up and flatten everything out and recoat that. They are also going to have to go over the whole entire surface because it was laid extremely thin. There are areas where you can see the paint and the asphalt is actually seeping through one layer of paint. That will wear thin after less than a year. We need it to last a few years. He stated based on email; he is going to make it right. He is bound by warranty and we can use Wes to help us with that part. He will actually lose out on it as the subcontractors did not do the best job. He has got to come back and do it. My concern is making sure we get everything we can out of it. The whole surface has to be coated. All of the holes have to be fixed up and brought to the right level. The other problem is painting the basketball court. The upright for the basketball court is actually inside the playing surface and you can't do that. We will have players knock each other into that post and it goes about a foot to foot and a half behind the post. It has been painted wrong so they will have to come out and redo all of the lines. They will have to repaint all of the surface. He did not have a timeline for me today. We will send an email since we have a list and Wes will be copied on it so we can get some kind of reply, but he did ask for you guys to be patient that he is working on it. He is not arguing that he doesn't want to fix anything. Mr. Haber stated there is no timeline other than the law requires reasonableness in all agreements so he can't just delay us for an unreasonable period of time. With respect to actually putting something into writing, I would specify that we want something in writing back from him in other words I do not want him to call you and say yes. I think in this agreement there is going to be specific notification requirements and going to say in writing sent via type of mail and email may not qualify. Mr. Soriano noted the grass is growing in pretty good

so there is no issue with the sand as there is not much sand out there. There will be one last problem which is the holes being made by the heavy pickleball nets. That was something that was part of the bid process, and he was told to purchase. He noted those will have to be replaced as those cannot be put back out there. Mr. Soriano stated he wants to give you a proposal for new ones.

Mr. Soriano stated if you guys are comfortable, we will work with them first and see if they can help out. Mr. Soriano stated the proper nets for that are nowhere near as expensive. He stated they could find a way to get rid of the other nets as they were expensive and have not been used. Mr. Haber said his only concern is if they are asking the District to pay for replacement nets. Ms. Giles asked Jay if he described the parking lot. Mr. Soriano noted they did set up for the asphalt guys to come and do the parking lot. It was supposed to be done last week but it was not. There was an irrigation line running next to the curb running out into the parking lot which made pockets so basically the parking lot has sunk in. They have to come out and fill all of that in and restamp it and seal the patched part.

B. Ratification of Pay Requisitions (59)

Ms. Giles reviewed pay requisition 59 which is on page 7 of the iPad to ETM for \$432.50. She asked for a motion to ratify pay requisition 59. Mr. Lewis asked if it finalizes that out. Ms. Giles stated she thinks so as this is the final one for ETM.

On MOTION by Mr. Lewis, seconded by Mr. Nazario, with all in favor, Pay Requisition 59, was ratified.

FIFTH ORDER OF BUSINESS

Public Hearing on Revised Amenity Suspension and Termination Rules, Resolution 2023-06

Ms. Giles stated this resolution starts on page 12 of the agenda and asked Wes if there was anything to go over before opening the public hearing. Mr. Haber stated in other places in the state, he has seen CDD's that own amenity facilities that seek to enforce the suspension and termination provisions of those amenity policies which this Board does not do nearly as much as a lot of Boards around the state do and so what you are doing is letting residents who have been suspended hire lawyers to contest those suspensions. Those lawyers from time to time are

finding issues in the suspension and termination policies themselves that we think can be approved from District to District. Not all Districts that we represent have the same termination suspension policies. What we did was draft a suspension termination policy based on our experience in the Districts that we represent throughout the state to try and have uniformity and also to address the various issues that we have seen and that is what you have in your agenda before you. He noted what this will do is update your present amenity policies and procedures to replace your suspension termination policies in their entirety with this section. We would just be deleting that and replacing it with this. He stated it is fairly similar and essentially gives staff some discretion to suspend folks who may not be compliant with your policies however it is only for a limited amount of time, but ultimately if it is a severe infraction, the person would be suspended until the next Board meeting and then this Board would be provided with an opportunity to make the determination of how long they want the suspension to be. The person involved in the suspension was given a notice sort of along the lines of due process, you are a unit of government to say here is what you did wrong and here is the role that you violated. At the meeting taking place on this day, the Board is going to make a determination of whether it wants to extend the amount of time of your suspension, and you are entitled to attend that meeting to provide any input. There are certain aspects of this with respect to reimbursement. Sometimes the violation that you see is when someone damages CDD property. I believe your existing provisions do not have these reimbursement sections and we feel like this will be beneficial in the event somebody does violate and damage CDD property to try to get reimbursed for that property. It allows the suspension to take place until you receive that reimbursement. I am happy to answer any questions. Because the policies provide for the Board's ability to take away someone's right to use the facilities even though they are paying the full amount of their O&M assessments, we will recommend you have done a public notice in the newspaper to sort of put the world on notice that you are holding a public hearing today. You would open the public hearing and members of the public would have an opportunity if they had any questions or concerns regarding the policy to weigh in on it and then ultimately you would close the public hearing. If you have any questions or concerns, raise them or we would be looking for a motion to adopt the policies and that would formerly make a change to your larger set of laws which would include this.

Ms. Giles asked for a motion to open the public hearing.

On MOTION by Mr. Montoya, seconded by Mr. Lewis, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles stated the public hearing is now open and asked for any comments from the public as it pertains to this item about the suspension and termination rules. An audience member asked about page 12. Ms. Giles noted that seven days prior to a meeting, the agenda package will be posted to the CDD website. Our goal is always to put the whole packet. This one today is only 154 pages, so it was posted to your website within those seven days required by Florida Statute. She noted the meeting can be paused if the public members need a second to use their phone to look at the agenda. An audience member stated he can't go through 154 pages in two minutes. The Board stated based on the overwhelming response of the public in general, we do not think it is an issue. Ms. Giles stated if there are no other public comments, she would be looking for a motion to close the public hearing.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, Closing the Public Hearing, was approved.

Ms. Giles stated based on the comments and input received, is there any guidance from the Board to staff that pertains to Resolution 2023-06? If not, we look for a motion to adopt Resolution 2023-06.

On MOTION by Mr. Montoya, seconded by Mr. Ritchie, with all in favor, the Revised Amenity Suspension and Termination Rules, Resolution 2023-06, was approved.

SIXTH ORDER OF BUSINESS

Fiscal Year 2024 Budget

A. Overview of Budget

Ms. Giles stated this starts on page 21 and tonight there will be a public hearing to consider both the annual appropriations and adopting the budget then also consideration of imposing special assessment and certifying an assessment roll. Mr. Haber stated the Board is considering two things, the budget itself which is the various line items and the amounts allocated to those line items for the next fiscal year that starts on October 31, 2023 and goes through the

end of September 2024. After that consideration, in order to pay for that budget, you levy assessments against all of the homes within the community and you will consider the resolution levying that assessment. The Board is going to open one public hearing and will discuss both of those items, the budget and the assessment. If you have any comments on either the budget or the assessment, please bring those up. He noted they will not open two separate hearings.

Ms. Giles stated she would give a general overview of the budget. For the Board on page 22 there are three funds, the general fund which is the operating funds for the District and is what we call the operations and maintenance, O&M funds, then the debt service funds which shows the debt service with the interest and principal payments for your 2020 bonds, and then lastly in the capital reserve funds. On page 24 for the Supervisors but for the residents it's on the bottom of page 2, you will see there is a table that shows the proposal that is a 10% increase for the homeowners. She noted it is an assessment increase of \$100 per year and as discussed at the last meeting, that \$100 splits \$77 into the general fund and \$23 going towards the capital reserve fund. The 10% increase is less than \$8 a month increase for the residents here. She noted unless the Board has anything to add to that, we will open the public hearing. Mr. Lewis stated that the assessments have not been raised in seven or eight years. Ms. Giles stated last year we had an increase but prior to that, you went eight years without any increase at all with a 3% inflation rate.

B. Public Hearing to Consider the Adoption of the Fiscal Year 2024 Budget

Ms. Giles asked for a motion to open the public hearing.

On MOTION by Mr. Lewis, seconded by Mr. Ritchie, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles stated the public hearing is now open, so this is your opportunity to make comments or ask questions about the FY24 budget.

Audience member (Danny Turner) stated he had a question regarding the budget going up \$100 for the year. He asked if the budget goes up if the amenity cost goes up. Ms. Giles stated yes. He stated we are seeing an increase in the budget but we still have some of the amenities mentioned earlier that aren't usable yet so we are paying for those things even though we still can't use them. Mr. Soriano stated this is next year's budget so this starts in October and we

definitely hope we will be open by October. It is just this amenity. That is your entire budget that handles everything that the District operates and maintains even outside this building so our landscaping, water, street lighting so anything that is handled by the District is still covered in the budget. Your insurance even being able to operate as a District. It is not just the amenity center though that is a big chunk. There is a little operating expense on this one such as electricity and chemicals but not just because of the amenity center, it is everything that the CDD has. He noted insurance is definitely a big one. Mr. Soriano stated one of the big requests last meeting was actually to up it to put a little more into your capital. The capital budget is what helps build that savings for when things go out, we do not have to worry about doing special assessments on things like that.

Ms. Giles stated on page 1 first section is the administrative type lines and below it, it shows what it was in 2023 and what it is in 2024 and then goes into the amenity center section and ground maintenance section. There is a comparison of each with FY23 in the left column and FY24 in the right column. In between those columns is an actual year to date column and then a projected column for the next three months and then projected through the end of the year. She stated some items went up such as insurance more than doubled in the state of Florida also electric went up this year. Mr. Turner asked about the land in the back as part of the community and if anything is planned for that. Ms. Cranford stated it is just common ground. Mr. Turner asked if there would be a playground there in the future. Mr. Soriano stated we did look at something like that in the community but again with everything going up, a regular park would cost \$50,000 and now it is \$100,000 so we have to look at that and see what we can do and what is in the budget and can be afforded to do in those areas. Mr. Soriano stated that is part of your capital so if that is going well over the next couple of years, we could look at it and with a little padding there, we could afford our first \$40,000-\$50,000 playground area but that capital needs to be built up first. Mr. Turner stated his last question is the lighting in the community and asked if there is anything that can be done going forward regarding the electricity cost. He noted he knows the city lighting is different but has seen lights in other communities going to a purplish like color. Mr. Soriano stated that is a longer-term project. He stated they are only replacing with LEDs. As long as we can afford it, we will replace the ballast with LED drivers as they last longer, easier to work with and does cut the cost. We will eventually have sports lighting for the tennis and basketball courts. He noted they can only deal with the lights that we actually own

and we pay per year. Once you go out to the county lighting with Clay Electric, they kind of control what we can do with that lighting there, the light posts and fixtures and the residents pay the bills. If they are working toward doing LED lights and hopefully with new chips, they won't have that purple issue. The way Clay Electric works most of their bills are more of a flat rate. Mr. Turner asked if the roads are part of the CDD. Mr. Haber stated we do not own the roads. The CDD did build them but basically, they got deeded over to the county when they were finished so the county owns the road and the right of way. They handle maintenance and things like that.

On MOTION by Mr. Montoya, seconded by Mr. Ritchie, with all in favor, Closing the Public Hearing, was approved.

C. Consideration of Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024

Ms. Giles asked if there is any guidance from the Board to the staff as it pertains to the FY24 budget and or this is your time as the Board to discuss the budget. Ms. Giles stated unless there is anything else, I am just looking for a motion to adopt Resolution 2023-07.

On MOTION by Mr. Nazario, seconded by Mr. Lewis, with all in favor, Resolution 2023-07, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2024, was approved.

D. Consideration of Resolution 2023-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024

Ms. Giles asked based on the public comments heard, is there is any guidance to the staff and if not, just looking for a motion to adopt Resolution 2023-08.

On MOTION by Mr. Lewis, seconded by Mr. Montoya, with all in favor, Resolution 2023-08, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal year 2024, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated no report unless there are any questions.

B. District Manager – Discussion of Fiscal Year 2024 Meeting Schedule

Ms. Giles stated on page 47 is the Fiscal Year 2024 meeting schedule. She noted the only thing to point out here is normally you meet every third Tuesday but July 23rd, I had to move that to the fourth Tuesday so that we have 60 days in between your May meeting and July meeting which is a requirement by Florida Statute in between approving a budget and adopting a budget. She noted unless there are any questions or comments on the FY24 meeting schedule, I will ask for a motion to approve.

On MOTION by Mr. Nazario, seconded by Mr. Ritchie, with all in favor, the Fiscal Year 2024 Meeting Schedule, was approved.

C. Engineer

There being no comments, the next item followed.

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

Ms. Giles stated Maria's report starts on page 50 of the iPad. Ms. Cranford stated two things to touch base on that was not included in the memo, related to the courts convergent did finally get the glass and the access card readers installed on the gates so we have functioning gates now but just can't open them due to issues with the court service but at least that is one step closer of course that is what led to the discovery of the issues with the court surface. Keatings did get their security camera up on the parking lot pole. They are just waiting on T&M to come and do what electric work they needed. Keatings did touch base with me Friday to let me know that they are still waiting for T&M to come out and do that but all of their wiring is done. She noted they have a meeting with the court contractor on July 6th so those issues are being addressed. She stated on a positive note, the new tabletops for the broken tables came in today so now all of the tables are back to being usable. A Board member asked if the card access readers are on the gates now and asked what remains to be done as part of the project. She stated the card access readers are on and absolutely nothing remains on the project. She noted the only thing she is waiting on is for the security camera to be functional but as far as the access controls for those gates are concerned, all of the wiring, hardware, everything has been installed. All of

the programming has been done and tested and both gates work. She noted you swipe to enter and push the exit button. Mr. Soriano stated a technician went out and the AC unit is an amount that is higher than Maria's allowable amount. Ms. Cranford stated it was the one for this room, the original one. The weekend before the Fourth of July, there was a resident that had a space rented and she messaged me that Saturday to ask if anyone had complained about the air conditioning over here and I mentioned it is hard to cool the space down in the peak heat of the day because of all the doors. She noted she called Howard Services on July 5th and they came out and said there is a cracked coil with leaking freon so that is why it is not cooling. The cost of repair did not make sense, so someone came out to give the cost for replacing and that ended up being almost \$6,000 originally. Jay had one of his vendors come out and look was able to provide a price. Jay went back to Howard to check on additional options. They went ahead and priced us for an ICP so it is still within that carrier brand and compatible with our configuration and current set up. We did replace the ICP which saved us \$1200. Mr. Soriano stated the final invoice that will need to be ratified is for Howard Services for an amount of \$4,641.70. Ms. Cranford stated it is a 5 ton. Jay introduced Cameron Zakrzewski from RMS. Mr. Lewis asked for the status of the slide. Jay stated if they don't get the powder coated parts back to do the slide, they will work on the fence next.

On MOTION by Mr. Montoya, seconded by Mr. Lewis, with all in favor, the Howard AC Services Invoice for Emergency AC Repair for \$4,641.70, was ratified.
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2. Landscape Quality Inspection Report

Mr. Hicks stated they have been rolling. The weather has been an issue with weeds pushing through which we are working on this week and next week. With the combination of rain and a short holiday, it was difficult to detail it. We got the palms trimmed finally which took a little while to get the weather to cooperate with us and get all of that done. He noted the seedling has done pretty well on the soccer field. If you look at it, there is a thicker grass called millet and that is what is taking the seed first which has done very well. We are going to do a selective herbicide on some of the crab grasses in there and will do another seeding in about three weeks. This is the first seeding. We will be doing the second seeding next month. He noted he feels good about it and the best thing was not doing the herbicide all the way across everything and as

the sod company had basically suggested that. It keeps the seed from drying out, so it gets under the current vegetation that is there and it does not dry. We selectively treat the stuff that is there and then seed it again. We will be doing that and will be mowing in the next week or week after then will be treating it toward the second of third week of August. He noted other than that everything is going pretty good unless the Board has anything to talk about. A Board member asked if he is very positive about that area. Mr. Hicks stated yes, I am. There is very little dirt that can be seen right now. This has worked out perfect weather wise with good heat and humidity and lots of rain.

EIGHTH ORDER OF BUSINESS**Public Comments/Supervisor's Requests**

Ms. Giles stated this is the last opportunity for public comments. She noted this is usually at the end of the agenda for items to be discussed by the public that were not listed on the agenda so anything else that was not discussed that you want to bring up.

A Board member stated this has been almost a two-year project between the design, bidding, and actual physical construction. We are at the point now where we need to open up the tennis courts, pickleball court and basketball courts. I think we should send out a notice to the members of our community stating that this is going to open up and these are the rules with so much time for activity on the courts and these are guidelines and this is what you do. Ms. Cranford stated once the issues with the courts are addressed then we will absolutely be able to send out an opening and rules and policies for those courts. Mr. Soriano stated they will put that together for the opening of the courts to get some excitement around the opening day. Ms. Giles stated we just adopted the suspension termination rules so I will copy and paste that into your existing amenity facility policy that you have but now is also a time to visit that to see if there are any new rules with the courts that you want to add to that because the courts did not exist in your current policy. Staff will start working on that and bring that to the Board. Mr. Soriano stated we will go over any customized signage for the rules in place for the specific courts and bring that to you guys before we create it to make sure that is what we want to put on there.

NINTH ORDER OF BUSINESS**Approval of Consent Agenda****A. Approval of the Minutes of the May 16, 2023 Meeting**

Ms. Giles presented the minutes from the May 16, 2023 meeting and asked for a motion to approve the minutes.

On MOTION by Mr. Nazario, seconded by Mr. Montoya, with all in favor, the Minutes of the May 16, 2023 Meeting, were approved.

B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending June 30, 2023

C. Assessment Receipts Schedule

D. Approval of Check Register

Ms. Giles stated on page 67 is the balance sheet and statement of revenues for the period ending June 30th followed by the assessment receipt schedule on page 79 that shows we are 100% collected. She noted on page 81 is the check run summary and is actually for two months there and that is page 81. At the top it says the month of May \$36,334.34 and then for the month of June was \$35,832.76. She stated it breaks out capital reserves for May and June and utilities and autopayments for May and June for a total of \$142,498.69. She stated she did not see any unusual variances on the check register so we just look for a motion to approve the check register.

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

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 9/19/23 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next meeting is scheduled for September 19, 2023 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

B.

Pine Ridge Plantation

Community Development District

Unaudited Financial Reporting
August 31, 2023

Meeting Date
September 19, 2023



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III. Check Registers Summary -7/1/2023 -8/31/2023

PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
August 31, 2023

	General	Capital Reserve	Debt Service	Capital Projects	Totals Governmental Funds
ASSETS:					
CASH	\$778,561	\$34,682	---	---	\$813,243
INVESTMENTS					
Reserve A-1	---	---	\$173,593	---	\$173,593
Reserve A-2	---	---	\$114,609	---	\$114,609
Revenue A	---	---	\$179,372	---	\$179,372
Prepayment	---	---	---	---	\$0
Construction	---	---	---	\$115	\$115
State Board	\$133,757	\$64,337	---	---	\$198,093
US Bank Custody	\$68,628	---	---	---	\$68,628
Prepaid Expnses	---	---	---	---	\$0
Due from Other	---	---	---	---	\$0
TOTAL ASSETS	\$980,946	\$99,019	\$467,574	\$115	\$1,547,653
LIABILITIES:					
ACCOUNTS PAYABLE	\$1,674	\$0	---	---	\$1,674
ACCRUED EXPENSES	\$0	---	---	---	\$0
RETAINAGE PAYABLE	---	---	---	---	\$0
DUE TO GENERAL FUND	---	---	---	---	\$0
DUE TO OTHER	\$2,212	---	---	---	\$2,212
TOTAL LIABILITIES	\$3,886	\$0	\$0	\$0	\$3,886
FUND BALANCES:					
NONSPENDABLE	\$0	---	---	---	\$0
ASSIGNED	\$43,187	---	---	---	\$43,187
UNASSIGNED	\$933,873	---	---	---	\$933,873
RESTRICTED FOR DEBT SERVICE	---	---	\$467,574	---	\$467,574
RESTRICTED FOR CAPITAL PROJECTS	---	\$99,019	---	\$115	\$99,133
TOTAL FUND BALANCES	\$977,060	\$99,019	\$467,574	\$115	\$1,543,767
TOTAL LIABILITIES & FUND EQUITY	\$980,946	\$99,019	\$467,574	\$115	\$1,547,653

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended August 31, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 08/31/23	THRU 08/31/23	VARIANCE

REVENUES:

Assessments - Tax Collector	\$681,433	\$681,433	\$682,864	\$1,431
Misc./Facility Rental Income	\$3,000	\$2,750	\$8,750	\$6,000
Interest Income	\$600	\$550	\$19,066	\$18,516

TOTAL REVENUES	\$685,033	\$684,733	\$710,679	\$25,946
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EXPENDITURES:

ADMINISTRATIVE:

Supervisors Fees	\$9,600	\$8,800	\$6,600	\$2,200
FICA Taxes	\$734	\$673	\$505	\$168
Engineering	\$7,000	\$6,417	\$0	\$6,417
Attorney	\$20,000	\$16,667	\$8,250	\$8,417
Annual Audit	\$3,175	\$3,175	\$3,175	\$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	\$4,583	\$4,583	(\$0)
Management Fees	\$48,830	\$44,761	\$44,761	(\$0)
Info Technology	\$1,400	\$1,283	\$1,283	(\$0)
Telephone	\$500	\$458	\$179	\$279
Postage	\$1,000	\$917	\$604	\$313
Printing & Binding	\$1,200	\$1,100	\$1,129	(\$29)
Insurance	\$9,948	\$9,948	\$8,911	\$1,037
Legal Advertising	\$2,500	\$2,292	\$303	\$1,989
Other Current Charges	\$600	\$550	\$632	(\$82)
Website Domain	\$1,200	\$1,100	\$900	\$200
Office Supplies	\$300	\$275	\$12	\$263
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

ADMINISTRATIVE EXPENDITURES	\$125,622	\$113,074	\$91,903	\$21,172
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GROUPS MAINTENANCE:

Landscape Maintenance	\$126,000	\$115,500	\$118,835	(\$3,335)
Lake Maintenance	\$12,930	\$11,853	\$9,350	\$2,503
Electric	\$2,500	\$2,292	\$1,681	\$611
Water	\$26,000	\$23,833	\$14,097	\$9,736
Repairs And Maintenance	\$20,000	\$18,333	\$10,103	\$8,230
Irrigation Repairs	\$3,500	\$3,208	\$4,517	(\$1,309)
Contingencies	\$4,451	\$4,080	\$0	\$4,080

GROUPS MAINTENANCE EXPENDITURES	\$195,381	\$179,099	\$158,584	\$20,515
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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 August 31, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 08/31/23	THRU 08/31/23	VARIANCE
EXPENDITURES:				
<u>AMENITY CENTER</u>				
Insurance	\$12,310	\$12,310	\$14,398	(\$2,088)
General Facility Maintenance	\$17,000	\$15,583	\$10,628	\$4,956
Repairs & Replacements	\$25,000	\$22,917	\$16,915	\$6,002
Recreational Passes	\$500	\$458	\$0	\$458
Postage	\$100	\$92	\$0	\$92
Printing & Email Marketing	\$125	\$115	\$0	\$115
Office Supplies	\$700	\$642	\$283	\$359
Other Current Charges	\$250	\$229	\$0	\$229
Permit Fees	\$250	\$250	\$775	(\$525)
Contingency	\$5,000	\$4,583	\$459	\$4,124
Special Events	\$15,000	\$15,000	\$15,179	(\$179)
Refuse Service	\$9,600	\$8,800	\$9,788	(\$988)
Security	\$12,500	\$11,458	\$16,724	(\$5,265)
Gate Monitor	\$6,146	\$5,634	\$0	\$5,634
<u>Utilities</u>				
Water & Sewer	\$4,500	\$4,125	\$4,116	\$9
Electric	\$23,000	\$21,083	\$18,977	\$2,106
Cable/Phone/Internet	\$4,200	\$3,850	\$4,362	(\$512)
<u>Management Contracts</u>				
Amenity Management	\$61,859	\$56,704	\$56,704	\$0
Facility Assistant	\$19,489	\$17,865	\$4,835	\$13,030
Field Management Services	\$24,179	\$22,164	\$22,164	\$0
Lifeguards	\$19,080	\$9,847	\$9,847	\$0
Pool Maintenance	\$13,500	\$12,375	\$12,375	\$0
Pool Chemicals	\$16,159	\$14,813	\$15,668	(\$855)
Janitorial	\$8,777	\$8,046	\$8,046	\$0
Janitorial Supplies	\$4,000	\$3,667	\$3,016	\$650
Holiday Decorations	\$0	\$0	\$72	(\$72)
AMENITY CENTER EXPENDITURES	\$303,225	\$272,610	\$245,331	\$27,279
<u>OTHER FINANCIAL SOURCES AND USES</u>				
Capital Reserve - Transfer Out	\$60,805	\$60,805	\$60,805	\$0
TOTAL OTHER FINANCIAL SOURCES AND USES	\$60,805	\$60,805	\$60,805	\$0
TOTAL EXPENDITURES	\$685,033	\$625,589	\$556,622	\$68,966
EXCESS REVENUES (EXPENDITURES)	\$0		\$154,057	
FUND BALANCE - Beginning	\$43,187		\$823,003	
FUND BALANCE - Ending	\$43,187		\$977,060	

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	\$1,923	\$8,386	\$0	\$5,978	\$0	\$0	\$0	\$682,864
Interest Income	\$600	\$2,184	\$2,207	\$2,334	\$3,042	\$3,439	\$2,502	\$786	\$765	\$776	\$812	\$221	\$0	\$19,066
Misc./Facility Rental Income	\$3,000	\$600	\$0	\$0	\$850	\$850	\$1,225	\$0	\$3,400	\$0	\$1,825	\$0	\$0	\$8,750
TOTAL REVENUES	\$685,033	\$2,784	\$27,055	\$627,605	\$10,214	\$14,424	\$5,650	\$9,172	\$4,165	\$6,754	\$2,637	220.69	\$0	\$710,679
<u>EXPENDITURES:</u>														
<u>ADMINISTRATIVE:</u>														
Supervisors Fees	\$9,600	\$1,000	\$1,000	\$0	\$1,000	\$800	\$1,000	\$0	\$1,000	\$0	\$800	\$0	\$0	\$6,600
FICA Taxes	\$734	\$77	\$77	\$0	\$77	\$61	\$77		\$77	\$0	\$61	\$0	\$0	\$505
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	\$417	\$417	\$417	\$417	\$417	\$417	\$0	\$4,583
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	\$1,119	\$894	\$1,103	\$979	\$0	\$0	\$0	\$0	\$8,250
Annual Audit	\$3,175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,175	\$0	\$0	\$3,175
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	\$4,069	\$4,069	\$4,069	\$4,069	\$4,069	\$4,069	\$0	\$44,761
Info Technology	\$1,400	\$117	\$117	\$117	\$117	\$117	\$117	\$117	\$117	\$117	\$117	\$117	\$0	\$1,283
Telephone	\$500	\$0	\$52	\$27	\$55	\$0	\$0	\$0	\$26	\$0	\$20	\$0	\$0	\$179
Postage	\$1,000	\$10	\$61	\$12	\$17	\$15	\$7	\$94	\$4	\$369	\$5	\$11	\$0	\$604
Printing & Binding	\$1,200	\$78	\$44	\$39	\$71	\$58	\$42	\$56	\$7	\$647	\$22	\$65	\$0	\$1,129
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	\$15	\$242	\$15	\$0	\$135	\$100	\$0	\$632
Website Domain	\$1,200	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$900
Office Supplies	\$300	\$0	\$1	\$1	\$1	\$1	\$0	\$1	\$0	\$8	\$0	\$1	\$0	\$12
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	\$6,771	\$6,736	\$6,198	\$6,810	\$5,727	\$8,822	4778.53	\$0	\$91,903
<u>GROUNDS MAINTENANCE:</u>														
Landscape Maintenance	\$126,000	\$0	\$11,662	\$11,662	\$11,662	\$11,662	\$13,874	\$11,662	\$11,662	\$11,662	\$11,662	\$11,662	\$0	\$118,835
Lake Maintenance	\$12,930	\$850	\$850	\$850	\$850	\$850	\$850	\$850	\$850	\$850	\$850	\$850	\$0	\$9,350
Electric	\$2,500	\$158	\$161	\$160	\$160	\$161	\$129	\$135	\$133	\$133	\$173	\$178	\$0	\$1,681
Water	\$26,000	\$1,010	\$995	\$1,052	\$1,354	\$1,064	\$1,127	\$1,147	\$1,271	\$1,913	\$1,513	\$1,651	\$0	\$14,097
Repairs And Maintenance	\$20,000	\$0	\$0	\$0	\$5,172	\$1,267	\$0	\$1,745	\$600	\$1,310	\$10	\$0	\$0	\$10,103
Irrigation Repairs	\$3,500	\$0	\$3,144	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,043	\$330	\$0	\$4,517
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	\$15,004	\$15,981	\$15,539	\$14,517	\$15,868	\$15,251	14670.92	\$0	\$158,584

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	\$2,810	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,398
General Facility Maintenance	\$17,000	\$1,807	\$2,193	\$2,288	\$474	\$0	\$0	\$114	\$429	\$1,573	\$1,749	\$0	\$0	\$10,628
Repairs & Replacements	\$25,000	\$0	\$1,539	\$1,326	\$2,476	\$4,675	\$0	\$1,155	\$2,304	\$2,219	\$859	\$361	\$0	\$16,915
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	\$143	\$62	\$0	\$0	\$0	\$78	\$0	\$0	\$283
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	\$175	\$0	\$600	\$0	\$0	\$0	\$0	\$775
Contingency	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$459	\$0	\$0	\$0	\$0	\$459
Special Events	\$15,000	\$2,892	\$2,495	\$2,230	\$0	\$0	\$5,363	\$0	\$0	\$2,200	\$0	\$0	\$0	\$15,179
Refuse Service	\$9,600	\$778	\$778	\$778	\$856	\$856	\$856	\$856	\$1,158	\$856	\$1,158	\$856	\$0	\$9,788
Security	\$12,500	\$791	\$1,582	\$1,709	\$924	\$4,018	\$424	\$1,002	\$754	\$2,328	\$1,762	\$1,429	\$0	\$16,724
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	\$370	\$425	\$335	\$328	\$335	\$335	\$0	\$4,116
Electric	\$23,000	\$1,872	\$1,773	\$1,601	\$1,833	\$1,843	\$1,585	\$1,395	\$1,575	\$1,855	\$1,839	\$1,806	\$0	\$18,977
Cable/Phone/Internet	\$4,200	\$368	\$368	\$368	\$387	\$387	\$387	\$387	\$387	\$385	\$468	\$470	\$0	\$4,362
<u>Management Contracts</u>														
Amenity Management	\$61,859	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$5,155	\$0	\$56,704
Facility Assistant	\$19,489	\$0	\$0	\$0	\$0	\$0	\$298	\$303	\$1,305	\$1,388	\$1,542	\$0	\$0	\$4,835
Field Management Services	\$24,179	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$2,015	\$0	\$22,164
Lifeguards	\$19,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,749	\$3,992	\$4,106	\$0	\$0	\$9,847
Pool Maintenance	\$13,500	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$1,125	\$0	\$12,375
Pool Chemicals	\$16,159	\$1,207	\$1,207	\$1,207	\$1,506	\$1,506	\$1,506	\$1,506	\$1,506	\$1,506	\$1,506	\$1,506	\$0	\$15,668
Janitorial	\$8,777	\$731	\$731	\$731	\$731	\$731	\$731	\$731	\$731	\$731	\$731	\$731	\$0	\$8,046
Janitorial Supplies	\$4,000	\$170	\$198	\$101	\$291	\$392	\$0	\$622	\$401	\$538	\$304	\$0	\$0	\$3,016
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	\$21,278	\$18,122	\$26,019	\$20,052	\$16,792	\$21,988	\$28,193	\$24,733	15789.26	\$0	\$245,331
<u>OTHER SOURCES USES:</u>														
Capital Reserve - Transfer Out	\$60,805	\$0	\$0	\$0	\$0	\$0	\$60,805	\$0	\$0	\$0	\$0	\$0	\$0	\$60,805
OTHER SOURCES/(USES)	\$60,805	\$0	\$0	\$0	\$0	\$0	\$60,805	\$0	\$0	\$0	\$0	\$0	\$0	\$60,805
TOTAL EXPENDITURES	\$685,033	\$59,240	\$45,566	\$39,799	\$44,974	\$47,795	\$103,573	\$38,529	\$43,315	\$49,788	\$48,806	\$35,239	\$0	\$556,622
EXCESS REVENUES (EXPENDITURES)	\$0	(\$56,456)	(\$18,511)	\$587,806	(\$34,760)	(\$33,370)	(\$97,923)	(\$29,357)	(\$39,150)	(\$43,034)	(\$46,169)	(\$35,018)	\$0	\$154,057

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE FUND

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended August 31, 2023

	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
REVENUES:				
Capital Reserve Funding - Transfer In	\$60,805	\$60,805	\$60,805	\$0
Interest	\$500	\$458	\$5,224	\$4,766
TOTAL REVENUES	\$61,305	\$61,263	\$66,029	\$4,766
EXPENDITURES:				
Other Current	\$0	\$0	\$30	(\$30)
Capital Outlay	\$30,000	\$27,500	\$89,597	(\$62,097)
Culture/Recreation	\$30,000	\$27,500	\$0	\$27,500
Repair and Maintenance	\$0	\$0	\$44,266	(\$44,266)
TOTAL EXPENDITURES	\$60,000	\$55,000	\$133,892	(\$78,892)
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	(\$95,027)	\$0
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	(\$95,027)	\$0
EXCESS REVENUES (EXPENDITURES)	\$1,305		(\$162,890)	
FUND BALANCE - Beginning	\$273,556		\$261,908	
FUND BALANCE - Ending	\$274,861		\$99,019	

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 August 31, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 08/31/23	THRU 08/31/23	VARIANCE
REVENUES:				
Assessments - Tax Roll	\$926,572	\$926,572	\$928,546	\$1,974
Interest Income	\$250	\$229	\$26,379	\$26,150
TOTAL REVENUES	\$926,822	\$926,801	\$954,925	\$28,124
EXPENDITURES:				
DS 2020A1				
Interest Expense - 11/1	\$106,824	\$106,824	\$106,824	\$0
Interest Expense - 5/1	\$106,824	\$106,824	\$106,824	\$0
Principal Expense - 5/1	\$480,000	\$480,000	\$480,000	\$0
Principal Expense - 5/1 Prepayment	\$0	\$0	\$10,000	(\$10,000)
DS 2020A2				
Interest Expense - 11/1	\$45,200	\$45,200	\$45,200	\$0
Interest Expense - 5/1	\$45,200	\$45,200	\$45,200	\$0
Principal Expense - 5/1	\$140,000	\$140,000	\$140,000	\$0
Principal Expense - 5/1 Prepayment	\$0	\$0	\$5,000	(\$5,000)
TOTAL EXPENDITURES	\$924,049	\$924,049	\$939,049	(\$15,000)
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		\$15,877	
FUND BALANCE - Beginning	\$161,970		\$451,698	
FUND BALANCE - Ending	\$164,743		\$467,574	

PINE RIDGE PLANTATION

COMMUNITY DEVELOPMENT DISTRICT

CAPITAL PROJECTS FUND 2020

Statement of Revenues & Expenditures and Changes in Fund Balance

For the Period Ended August 31, 2023

	ADOPTED	PRORATED BUDGET	ACTUAL	
	BUDGET	THRU 08/31/23	THRU 08/31/23	VARIANCE
REVENUES:				
Interest Income	\$0	\$0	\$8,811	\$8,811
TOTAL REVENUES	\$0	\$0	\$8,811	\$8,811
EXPENDITURES:				
Capital Outlay	\$0	\$0	\$887,099	(\$887,099)
TOTAL EXPENDITURES	\$0	\$0	\$887,099	(\$887,099)
OTHER FINANCIAL SOURCES/(USES)				
Interfund Transfer In/(Out)	\$0	\$0	\$95,027	\$95,027
TOTAL OTHER FINANCIAL SOURCES/(USES)	\$0	\$0	\$95,027	\$95,027
EXCESS REVENUES (EXPENDITURES)	\$0		(\$783,260)	
FUND BALANCE - Beginning	\$0		\$783,375	
FUND BALANCE - Ending	\$0		\$115	

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:	\$173,100
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)
Less: May 1, 2023 (Mandatory)	(\$480,000)
Less: May 1, 2023 (Prepayment)	(\$10,000)

Current Bonds Outstanding:	\$8,120,000
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*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:	\$113,875
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)
Less: May 1, 2023 (Mandatory)	(\$140,000)
Less: May 1, 2023 (Prepayment)	(\$5,000)

Current Bonds Outstanding:	\$2,475,000
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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	(3,426.56)	928,546.01	682,863.55	1,611,409.56
TOTAL RECEIPTS	(3,426.56)	928,546.01	682,863.55	1,611,409.56

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2006 DEBT RECEIVED	O&M RECEIPTS	TOTAL
1	11/9/2022	1,202.48	884.31	2,086.79
2	11/16/2022	6,033.00	4,436.73	10,469.73
3	11/30/2022	26,552.98	19,527.37	46,080.35
4	12/12/2022	798,921.58	587,536.23	1,386,457.81
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
9	4/7/2023	11,402.67	8,385.65	19,788.32
10	5/8/2023	-	-	-
11	6/8/2023	1,294.58	952.05	2,246.63
TAX CERTIFICATES	6/21/2023	6,834.14	5,025.90	11,860.04
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL FY23 TAX ROLL RECEIPTS		928,546.01	682,863.55	1,611,409.56

%TAX ROLL COLLECTED	100.21%	100.21%	100.21%
TOTAL COLLECTED	100.21%	100.21%	100.21%

D.

PINE RIDGE PLANTATION

Community Development District

Check Run Summary - General Fund

7/1/2023 - 8/31/2023

Date	Check Numbers		Amount
<u>General Fund</u>			
7/1/2023 - 7/31/2023	3210-3227	\$	47,551.89
8/1/2023 - 8/31/2023	3228-3238	\$	41,738.89
			\$ 89,290.78
<u>Capital Reserves Fund</u>			
7/1/2023 - 7/31/2023	55-56	\$	14,848.70
8/1/2023 - 8/31/2023	57-59	\$	43,282.50
			\$ 58,131.20
<u>Utilities and Autopayments</u>			
July 18, 2023	SafeTouch	\$	85.40
July 21, 2023	Waste Management	\$	1,158.49
July 28, 2023	IRS FICA Payment	\$	122.40
July 25, 2023	Comcast	\$	468.12
July 31, 2023	CCUA	\$	1,847.63
August 2, 2023	Clay Electric	\$	2,012.00
August 15, 2023	Waste Management	\$	856.11
August 17, 2023	SafeTouch	\$	85.40
August 25, 2023	Comcast	\$	469.76
August 28, 2023	CCUA	\$	1,985.33
August 30, 2023	Clay Electric	\$	1,984.00
			\$ 11,074.64
			\$ 158,496.62

*Fedex invoices available upon request.

*** CHECK DATES 07/01/2023 - 08/31/2023 ***
 PINE RIDGE PLANTATION - GF
 BANK A PINE RIDGE PLANTATIO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/14/23	00076	4/01/23 84559B	202304 320-53800-46400	APR LAKE MANAGEMENT	*	850.00	
		5/01/23 91984B	202305 320-53800-46400	MAY LAKE MANAGEMENT	*	850.00	
		6/01/23 98528B	202306 320-53800-46400	JUN LAKE MANAGEMENT	*	850.00	
		7/03/23 106756B	202307 320-53800-46400	JUL LAKE MANAGEMENT	*	850.00	
THE LAKE DOCTORS INC							3,400.00 003217
7/19/23	00107	7/07/23 SSI11194	202306 330-57200-34500	JUN EMPLOY ADMIN FEE	*	40.00	
		7/07/23 SSI11194	202306 330-57200-34500	JUN EMPLOY SCHEDULING	*	35.00	
CLAY COUNTY SHERIFF'S OFFICE							75.00 003218
7/19/23	00109	7/05/23 S-16207	202307 330-57200-46000	A/C UNIT INSPECTION	*	192.00	
HOWARD SERVICES, INC.							192.00 003219
7/19/23	00199	6/27/23 79379570	202306 330-57200-60100	AURA PARTY 7/8/23 BOOKING	*	2,200.00	
INTUIT MINDS LLC							2,200.00 003220
7/19/23	00073	6/30/23 468	202306 330-57200-34200	JUN LIFEGUARDS	*	3,991.75	
		6/30/23 469	202306 330-57200-34110	JUN FACILITY ASSISTANT	*	1,387.50	
		7/01/23 467	202307 330-57200-46200	JUL JANITORIAL SERVICES	*	731.42	
		7/01/23 467	202307 330-57200-46400	JUL POOL MAINT SERVICES	*	1,125.00	
		7/01/23 467	202307 330-57200-34000	JUL CONTRACT ADMIN	*	2,014.92	
		7/01/23 467	202307 330-57200-34100	JUL FACILITY MANAGEMENT	*	5,154.92	
RIVERSIDE MANAGEMENT SERVICES INC							14,405.51 003221
7/19/23	00152	7/12/23 61750100	202307 330-57200-46000	PEST CONTROL QURTLY SRVCS	*	114.00	
TURNER PEST CONTROL,LLC							114.00 003222
7/31/23	00038	6/19/23 92279	202306 330-57200-46100	BACKFLOW TEST	*	1,266.00	
BOB'S BACKFLOW & PLUMBING CO. INC.							1,266.00 003223

PRP --PINDERIDGE-- BPEREGRINO

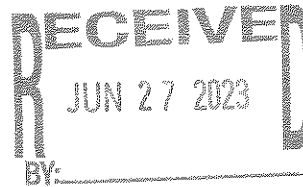
*** CHECK DATES 07/01/2023 - 08/31/2023 ***
PINE RIDGE PLANTATION - GF
BANK A PINE RIDGE PLANTATIO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
8/09/23	00106	8/02/23 08022023	202307 330-57200-34500	SECURITY 7/7/23-7/28/23	*	672.00	
				MATTHEW EDMONSON			672.00 003230
8/09/23	00176	7/31/23 07312023	202307 330-57200-34500	SECURITY 7/1/23-7/29/23	*	840.00	
				MICHAEL C LAYNE			840.00 003231
8/09/23	00054	8/01/23 13129561	202308 330-57200-46500	AUG POOL CHEMICALS	*	1,505.74	
				POOLSURE			1,505.74 003232
8/09/23	00073	7/31/23 472	202307 330-57200-34110	JUL FACILITY ASSISTANT	*	1,542.00	
		7/31/23 473	202307 330-57200-34200	JUL LIFEGUARDS	*	4,106.45	
		8/01/23 471	202308 330-57200-46200	AUG JANITORIAL SERVICES	*	731.42	
		8/01/23 471	202308 330-57200-46400	AUG POOL MAINT SERVICES	*	1,125.00	
		8/01/23 471	202308 330-57200-34000	AUG CONTRACT ADMIN	*	2,014.92	
		8/01/23 471	202308 330-57200-34100	AUG FACILITY MANAGEMENT	*	5,154.92	
				RIVERSIDE MANAGEMENT SERVICES INC			14,674.71 003233
8/09/23	00076	8/01/23 114823B	202308 320-53800-46400	AUG LAKE MANAGEMENT	*	850.00	
				THE LAKE DOCTORS INC			850.00 003234
8/24/23	00046	7/30/23 363576	202307 310-51300-32200	FY22 AUDITED FINANCIALS	*	3,175.00	
				BERGER TOOMBS ELAM GAINES & FRANK			3,175.00 003235
8/24/23	00107	8/03/23 SSI11239	202307 330-57200-34500	JUL EMPLOYMENT FEE	*	80.00	
		8/03/23 SSI11239	202307 330-57200-34500	JUL EMPLOYMENT SCHEDULING	*	85.00	
				CLAY COUNTY SHERIFF'S OFFICE			165.00 003236
8/24/23	00039	8/14/23 30370	202308 330-57200-46100	FITNESS EQUIPMENT REPAIRS	*	245.67	
				FITNESS PRO			245.67 003237
8/24/23	00073	8/21/23 475	202307 330-57200-46000	GENERAL FACILITY MAINT	*	1,258.23	

PRP --PINERIDGE-- BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/21/23	475		202307 330-57200-46201	JANITORIAL SUPPLIES	*	303.78	
8/21/23	475		202307 330-57200-51000	OFFICE SUPPLIES	*	77.75	
8/21/23	475		202307 320-53800-46000	GROUNDS RPR & MAINT	*	9.59	
8/21/23	475		202307 330-57200-46100	AMENITY RPR & RPLCMENT	*	858.98	
RIVERSIDE MANAGEMENT SERVICES INC						2,508.33	003238
TOTAL FOR BANK A						89,290.78	
TOTAL FOR REGISTER						89,290.78	

Bob's Backflow & Plumbing Services, Inc.
4640 Subchaser Ct, Ste 113
Jacksonville, FL 32244



Invoice
92484

Invoice Date
6/26/2023

Bill To
Pine Ridge Plantation CDD c/o Governmental Management Services 475 West Town Place Suite 114 St Augustine, FL 32092

Job Location
Pine Ridge Plantation CDD 4200 Pine Ridge Parkway Middleburg, FL 32068

Bob's Backflow & Plumbing Services, Inc.
4640 Subchaser Ct, Ste 113
Jacksonville, FL 32244
Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

P.O. Number	Terms	Due Date
	Net 30	7/26/2023

Serviced	Description	Quantity	Price Each	Amount
6/21/2023	Water meter #:67643746 - Irrigation Labor 2 Men to install a new backflow preventer at the water meter, clean, flush, test, and certify. 1" Wilkins 975XL2 - New serial# ABQ7546 Piping & Materials Insulation to protect the device against future freeze damage. Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed	2 1 1 1 1	180.00 360.00 50.00 40.00 0.00	360.00 360.00 50.00 40.00 0.00
Amenity Repairs & Replacements 1.330.57200.46100 W 6/27/23				

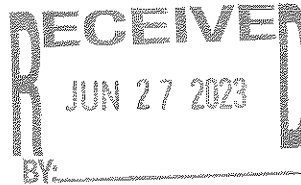
Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

Total	\$810.00
Payments/Credits	\$0.00
Balance Due	\$810.00


INVOICE

BrightView
Landscape Services



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

Customer #: 24488830
Invoice #: 8473061
Invoice Date: 7/1/2023
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For July landscape maintenance 1.320.53800.46200  6/27/23	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 #: 8473061
Invoice Date: 7/1/2023

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

**FREEDOM
PEST CONTROL**
904-272-BUGS (2847)

INFO@FREEDOMPESTCONTROLFL.COM
3600 Peoria Rd. Suite 103
Orange Park, FL 32065



Service Slip/Invoice

INVOICE: 1125078
DATE: 6/15/2023
ORDER: 1125078

100526
Pine Ridge Plantation Amenity Cntr
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

100526 904-291-8878
Pine Ridge Plantation Amenity Cntr
4200 Pine Ridge Pkwy
Middleburg, FL 32068-9216

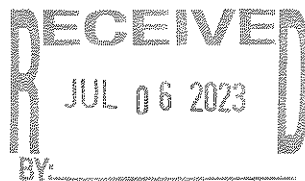
Work Date	Time	Target Pest	Technician		Time In
6/15/2023	12:48 PM		2COREY	Corey Bates	

Purchase Order	Terms	Last Service	Map Code		Time Out
	DUE UPON RECEIPT	6/15/2023		Lic:JE294012	

Service	Description	Price
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TC-10RP Termite Renewal \$310.00

SUBTOTAL \$310.00
TAX \$0.00
AMT. PAID \$0.00
TOTAL \$310.00



AMOUNT DUE \$310.00

Payment due upon receipt. A \$10 late fee will be assessed on any payment received beyond 15 days.

General Facility Maint
1.330.57200.46000
7/6/23

It is the policy of Freedom Pest Control, Inc. that all services are performed by a licensed technician. The company is not responsible for any damage to property or persons caused by the use of its services. The company is not responsible for any damage to property or persons caused by the use of its services.

PLEASE PAY FROM THIS INVOICE

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 243**Invoice Date:** 7/1/23**Due Date:** 7/1/23**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Dissemination Agent Services - July 2023		416.67	416.67
Website Administration - July 2023		100.00	100.00
Information Technology - July 2023		116.67	116.67
Management Fees - July 2023		4,069.17	4,069.17
Office Supplies		0.27	0.27
Postage		5.40	5.40
Copies		21.90	21.90
Telephone		20.49	20.49

RECEIVED
JUL 06 2023
BY: _____

Total \$4,750.57**Payments/Credits** \$0.00**Balance Due** \$4,750.57

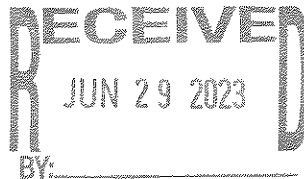
KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 29, 2023



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

Reference: Invoice No. 3239785
Client Matter No. 16423-1
Notification Email: eftgroup@kutakrock.com

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

Invoice No. 3239785
16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

05/03/23	W. Haber	0.30	78.00	Finalize resolutions for May meeting
05/03/23	K. Jusevitch	0.20	25.00	Correspond with district manager regarding meeting documents
05/10/23	W. Haber	0.30	78.00	Review agenda for May meeting
05/15/23	W. Haber	0.30	78.00	Prepare for Board meeting
05/16/23	W. Haber	1.40	364.00	Prepare for and participate in Board meeting
05/22/23	W. Haber	0.20	52.00	Confer with Nelson regarding RMS agreement
05/31/23	W. Haber	0.40	104.00	Review and revise budget and O&M assessment hearing notices
05/31/23	K. Jusevitch	1.60	200.00	Prepare budget and assessment hearing notices and documents; prepare resolution adopting suspension policy; confer with Haber and correspond with district manager

TOTAL HOURS 4.70

KUTAK ROCK LLP

Pine Ridge CDD

June 29, 2023

Client Matter No. 16423-1

Invoice No. 3239785

Page 2

TOTAL FOR SERVICES RENDERED

\$979.00

TOTAL CURRENT AMOUNT DUE

\$979.00

CCSO OFF-DUTY INVOICE

Security / Monitoring
1.330.57206.34500.
WE 7/5/23

FOR: prmgr@riversidemgtsvc.com

Make all checks payable to Matthew Edmonson

Thank you for your business!

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE:07/05/2023

FOR:
prmgr@riversidemgtsvc.com

Make all checks payable to Matthew Edmonson

Thank you for your business!

Matt Edmonson
(386) 931-6948

CCSO OFF-DUTY INVOICE

Security/Monitoring
1.330.57200.34500
W 7/5/23

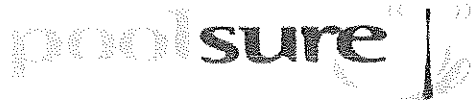
INVOICE DATE
DATE:07/05/2023

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

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
04-07-2023	Neighborhood Pool and Clubhouse patrol and security	2030-2230	2	\$42.00	\$84.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
04-09-2023	Neighborhood Pool and Clubhouse patrol and security	2030-2230	2	\$42.00	\$84.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
04-21-2023	Neighborhood Pool and Clubhouse patrol and security	2030-2230	2	\$42.00	\$84.00
	Made contact with 2 citizens at pool				
	Patrolled Neighborhood				
04-21-2023	Neighborhood Pool and Clubhouse patrol and security	2030-2230	2	\$42.00	\$84.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE:	TOTAL				\$336.00

Make all checks payable to Matthew Edmonson



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

Invoice

Date 7/1/2023

Invoice # 131295615585

Terms	Net 20
Due Date	7/21/2023
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
<div>RECEIVED JUN 16 2023 BY: _____ Pool Chemicals 1.330.57206.46500 C [Signature] 6/17/23</div>				

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

Remittance Slip

Customer
13GMS100
Invoice #
131295615585

Amount Due \$1,505.74

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372




131295615585

MAKE CHECK PAYABLE TO:

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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
719342	7/3/2023	\$850.00

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

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Please Return this portion with your payment

Invoice Due Date 7/13/2023	Invoice 106756B	PO #
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Invoice Date	Description	Quantity	Amount	Tax	Total
4200	Pine Ridge Pkwy Middleburg, FL 32068				
7/3/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00
<p>Please remit payment for this month's invoice.</p> <p>lake maintenance 1.320.53800.46400 7/3/23</p> <p>RECEIVED JUL 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:

\$3400.00

This Invoice Total:

\$850.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 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

MAKE CHECK PAYABLE TO:


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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA



CARD NUMBER

EXP. DATE

SIGNATURE

ACCOUNT TYPE

ADDRESSEE

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

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

ACCOUNT NUMBER

DATE

BALANCE

719342

6/29/2023

\$850.00

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

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Please Return this portion with your payment


Invoice Due Date 4/11/2023

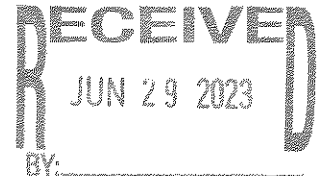
Invoice 84559B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
4/1/2023	4200 Pine Ridge Pkwy Middleburg, FL 32068 Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

lake maintenance
 1.320.53800.46400
 6/29/23



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:

\$2550.00

This Invoice Total:

\$850.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 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

MAKE CHECK PAYABLE TO:



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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER

DATE

BALANCE

719342

6/29/2023

\$850.00

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

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Please Return this portion with your payment

Invoice Due Date 5/11/2023

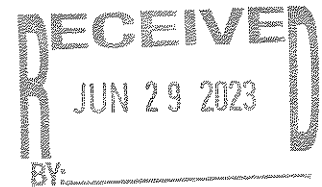
Invoice 91984B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
4200 Pine Ridge Pkwy Middleburg, FL 32068					
5/1/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

Lake maintenance
1.320.53800.46400
we 6/29/23



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:

\$2550.00

This Invoice Total:

\$850.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 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

MAKE CHECK PAYABLE TO:



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

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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ACCOUNT NUMBER

DATE

BALANCE

719342

6/29/2023

\$850.00

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

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Please Return this portion with your payment

Invoice Due Date 6/11/2023

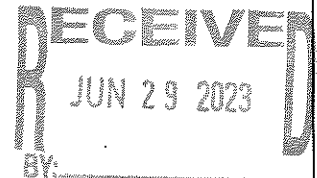
Invoice 985288

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
4200	Pine Ridge Pkwy Middleburg, FL 32068				
6/1/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice.

Lake maintenance
1.320.53800.46400
W 6/29/23



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:

\$2550.00

This Invoice Total:

\$850.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 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



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

(904) 284-7575

Invoice Number: SS111194
Invoice Date: 7/7/2023
Page: 1

Attn: Fiscal - Accounts Receivable

Bill

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

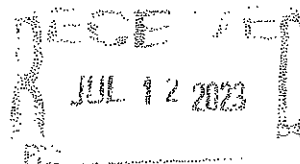
Ship

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

Due Date 7/22/2023
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 7/7/2023
Our Order No
SalesPerson

Item/Description	Unit	Order Qtv	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JUNE 2023		8	8	5.00	40.00
Fees-2nd Employment Scheduling		1	1	35.00	35.00



Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 75.00

Subtotal: 75.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 75.00

CLIENT NAME

INVOICE NUMBER

PINE RIDGE

CLIENT NUMBER

INVOICE DATE

07/07/2023

CLIENT ADDRESS

EVENT	DATE	DESCRIPTION	PERSONNEL	HOURS or QUANTITY	RATE	TOTAL
1	06/23/23 0000 - 06/23/23 0000	PINE RIDGE	Michael Layne 06/24/23 2000 - 06/25/23 0000	4.00	\$ 42.00	\$ 168.00
				<hr/>		
EVENT TOTAL:				(hrs) 4.00		\$ 168.00
2	06/25/23 2000 - 06/26/23 0000	PINE RIDGE	Michael Layne 06/25/23 1915 -	4.00	\$ 42.00	\$ 168.00

06/25/23
2315

EVENT		
TOTAL:	(hrs) 4.00	\$ 168.00

INVOICE		
TOTAL:	(hrs) 8.00	\$ 336.00

Service Invoice

Page 1 of 1



Howard Services

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

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068

17594

7/5/2023

S-16207

08/04/2023

Amount Paid

Call Slip Number

Invoice Date

Invoice Number

Due Date

Contractor's License #

17594

7/5/2023

S-16207

08/04/2023

CAC1822034

Problem Reported:

*** NC-No Cooling - Com ***
No Cooling - Commercial Call
Clubhouse - big unit
POC: Maria Cranford
904-572-8107
Tech Date
RAY S 07/05/2023

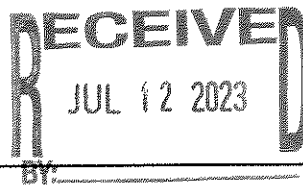
General Facility Maint
1.330.57200.46000

7/12/23

Equipment:

Unit : RAHU Model : FY4ANB060
Brand: CARR Serial#: 0509A86465
Location: AHU #1

Found unit severely low on charge performed brief leak inspection and found evaporator coil leaking at bottom. Left corner evaporator coil TXV and 3/8 dryer needs to be replaced.



BY:

Material	0.00
Labor	192.00
Subtotal	192.00
Tax	0.00
Grand Total	192.00

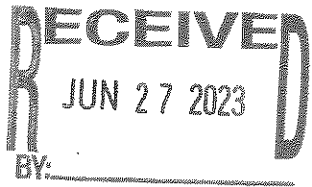
The above prices and specifications are hereby accepted. You are authorized to perform the work as specified. I agree to pay you in full upon completion of the work and to pay for attorney's fees and costs you incur if you file a lawsuit to recover money which I owe to you. In addition, if I do not pay you upon completion of the work, I agree to pay interest on the outstanding balance at the rate of 18% per annum. The venue for any legal action related to this agreement shall be Jacksonville, Florida unless otherwise required by law. In connection with any such action I/we waive the right to a trial by jury.

Howard Services Warranty: Recommended service repairs are warranted for a period of (90) Ninety days on labor and (1) One year on all applicable parts from the date of the repair, excluding refrigerant unless otherwise stated.

A \$25.00 service charge will be added for all returned checks.

Invoice #793795701

Issue Date: Jun 27, 2023
Due Date: Jun 27, 2023



Customer Info:
Maria Cranford
prmgr@riversidemgtsvc.com
Phone: 9045728107

Aura Party The Pine Ridge Plantation CDD July 8, 2023 Booking

Product or Service	Quantity	Price	Line Total
Aura Chakra Party Maximum 40 Participants	1	\$2,400.00	\$2,400.00

Special Events
1.330.57200.60100
 6/27/23

Subtotal	\$2,400.00
Discount (8.3333%)	\$200.00
Invoice Total	\$2,200.00
Amount Paid	\$0.00
Balance Due	\$2,200.00

Check Payment Instructions:

Check Payable To: Intuit Minds LLC

Mailing Address:

Intuit Minds LLC

C/O Sha Aguirre

959 Prudential Dr. Apt 6033

Jacksonville FL 32207

Event Details:

This is for a 10-participant maximum per hour and a 40-participant maximum for a 4-hour aura party on July 8, 2023. Start Time: 11 AM. If fewer than 40 people sign up, you can have more extended readings with a lower hourly participant count, add additional services, or apply participant credits toward future services.

Aura and Chakra readings are self-help and monitoring tools for experimental use only and are not intended to replace medical or psychological therapy and treatment. Intuit Minds LLC, Sha Aguirre accepts no responsibility or liability for using the device or the software program. By submitting payment and booking services, you hereby agree to irrevocably release and waive any claims you have now or hereafter and forever against Intuit Minds LLC, Sha Aguirre, its agents, owners, officers, directors, instructors, sponsors, participants, affiliates,

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

Invoice

Invoice #: 468
Invoice Date: 6/30/2023
Due Date: 6/30/2023
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Lifeguards through June 2023 330.572.3420	215.77	18.50	3,991.75
<div>RECEIVED JUL 10 2023 BY: _____</div> <div><i>Jerry Lambert</i> 7-10-23</div>			
Total			\$3,991.75
Payments/Credits			\$0.00
Balance Due			\$3,991.75

PINE RIDGE CDD

LIFEGUARDS

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
215.77	Lifeguards	\$ 18.50	\$ 3,991.75

Covers June 2023

GL # 330.572.3420

TOTAL DUE:

\$ 3,991.75

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR JUNE 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/23	4.15	I.A.M.	Lifeguard
6/1/23	4.15	I.H.M.	Lifeguard
6/2/23	4.15	I.A.M.	Lifeguard
6/2/23	4.18	I.H.M.	Lifeguard
6/3/23	5.23	I.A.M.	Lifeguard
6/3/23	5.32	I.H.M.	Lifeguard
6/3/23	5.32	G.R.	Lifeguard
6/4/23	5.25	I.A.M.	Lifeguard
6/4/23	5.28	I.H.M.	Lifeguard
6/4/23	5.63	M.U.	Lifeguard
6/8/23	4.07	I.A.M.	Lifeguard
6/8/23	4.05	I.H.M.	Lifeguard
6/9/23	4.23	I.A.M.	Lifeguard
6/9/23	4.27	I.H.M.	Lifeguard
6/10/23	5.3	M.U.	Lifeguard
6/10/23	5.37	J.M.	Lifeguard
6/10/23	5.37	G.R.	Lifeguard
6/11/23	5.52	M.U.	Lifeguard
6/11/23	5.47	J.M.	Lifeguard
6/11/23	5.53	G.R.	Lifeguard
6/15/23	4.2	I.A.M.	Lifeguard
6/15/23	4.17	I.H.M.	Lifeguard
6/16/23	4.25	I.A.M.	Lifeguard
6/16/23	4.23	I.H.M.	Lifeguard
6/17/23	2.23	I.A.M.	Lifeguard
6/17/23	2.22	I.H.M.	Lifeguard
6/17/23	7.7	M.U.	Lifeguard
6/17/23	7.77	J.M.	Lifeguard
6/18/23	5.42	J.M.	Lifeguard
6/18/23	5.43	G.R.	Lifeguard
6/18/23	5.47	M.U.	Lifeguard
6/22/23	4.18	I.A.M.	Lifeguard
6/22/23	4.15	I.H.M.	Lifeguard
6/23/23	4.17	I.A.M.	Lifeguard
6/23/23	4.17	I.H.M.	Lifeguard
6/24/23	4.35	M.U.	Lifeguard
6/24/23	4.97	J.M.	Lifeguard
6/24/23	5.1	G.R.	Lifeguard
6/25/23	5.27	M.U.	Lifeguard
6/25/23	5.18	J.M.	Lifeguard
6/25/23	5.58	G.R.	Lifeguard
6/29/23	4.22	I.A.M.	Lifeguard
6/29/23	4.2	I.H.M.	Lifeguard
6/30/23	4.65	I.A.M.	Lifeguard
6/30/23	4.65	I.H.M.	Lifeguard
GRAND TOTAL	<u><u>215.77</u></u>		

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

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 800, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 469
Invoice Date: 6/30/2023
Due Date: 6/30/2023
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through June 2023 1.330.57200.34110	55.5	25.00	1,387.50
<div>RECEIVED JUL 10 2023 BY: _____</div> <div><i>Jerry Lambert</i> 7-10-23</div>			

Total	\$1,387.50
Payments/Credits	\$0.00
Balance Due	\$1,387.50

PINE RIDGE CDD

FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
55.5	Facility Assistant	\$ 25.00	\$ 1,387.50

Covers Period: June 2023

GL # 1.330.57200.34110

TOTAL DUE:

\$ 1,387.50

RMS

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF JUNE 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/3/23	7.5	R.W.	Completed daily checklist, returned calls and emails
6/4/23	6.72	R.W.	Completed daily checklist, returned calls and emails
6/10/23	6.75	R.W.	Completed daily checklist, returned calls and emails
6/11/23	7.05	R.W.	Completed daily checklist, returned calls and emails
6/17/23	6.73	R.W.	Completed daily checklist, returned calls and emails
6/18/23	7	R.W.	Completed daily checklist, returned calls and emails
6/23/23	6.75	R.W.	Completed daily checklist, returned calls and emails
6/24/23	7	R.W.	Completed daily checklist, returned calls and emails
	<u>55.5</u>		

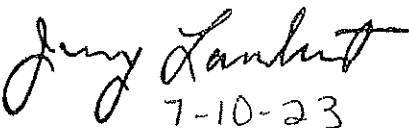
Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 467
Invoice Date: 7/1/2023
Due Date: 7/1/2023
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 - July 2023		731.42	731.42
1.330.57200.46400- Pool Maintenance Services - July 2023		1,125.00	1,125.00
1.330.57200.34000- Contract Administration - July 2023		2,014.92	2,014.92
1.330.57200.34100-Facility Management - Pine Ridge Plantation - July 2023		5,154.92	5,154.92
<div><div>RECEIVED</div><div>JUL 10 2023</div><div>BY: _____</div></div> <div> 7-10-23</div>			

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



PAYMENT ADDRESS:
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
904-355-5300 • Fax: 904-353-1199 • Toll Free: 800-225-5305 • turnerpest.com

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

Service Slip/Invoice

INVOICE: 617501005
DATE: 7/12/2023
ORDER: 617501005

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

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

Work Date	Time	Target Pest	Technician	Time In
7/12/2023	01:46 PM	GHP		01:46 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	7/12/2023		02:28 PM

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

CPCQ

Commercial Pest Control - Quarterly Service

\$114.00

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

RECEIVED
JUL 14 2023
BY: _____

AMOUNT DUE \$114.00

General Facility Maint
1.330.57200.46000
7/14/23

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

PLEASE PAY FROM THIS INVOICE

Bob's Backflow & Plumbing Services, Inc.
4640 Subchaser Ct, Ste 113
Jacksonville, FL 32244

Invoice
92279

Invoice Date
6/19/2023

Bill To
Pine Ridge Plantation CDD c/o Governmental Management Services 475 West Town Place Suite 114 St Augustine, FL 32092

Job Location
Pine Ridge Plantation CDD 4200 Pine Ridge Parkway Middleburg, FL 32068

Bob's Backflow & Plumbing Services, Inc.
4640 Subchaser Ct, Ste 113
Jacksonville, FL 32244
Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

P.O. Number	Terms	Due Date
	Net 30	7/19/2023

Served	Description	Quantity	Price Each	Amount
6/13/2023	2" Wilkins 975XL S#:2842607 - Irrigation Labor 2 Men to replace the existing backflow preventer, clean, flush, test, and certify. 2" Wilkins 975XL2 - New serial# ACJ7514 Piping & Materials Insulation to protect the device against future freeze damage. Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed	1.5 1 1 1 1	180.00 876.00 60.00 60.00 0.00	270.00 876.00 60.00 60.00 0.00
Amenity Repairs & Replacements 1.330.57200.46100 W 6/22/23 RECEIVED JUL 22 2023 BY: _____				

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

Total	\$1,266.00
Payments/Credits	\$0.00
Balance Due	\$1,266.00


INVOICE

BrightView
Landscape Services

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 8464250
Invoice Date: 6/19/2023
Sales Order: 8120626
Cust PO #:

Project Name: Flush cut and grind dead tree adjacent to playground area
Project Description: Flush cut and grind dead tree adjacent to playground area

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Flush cut and removal of dead Grounds Repair : maintenance 1. 320.53800.46000  6/22/23 RECEIVED JUL 22 2023 BY: _____	1.000	LS	1085.00	1,085.00
Total Invoice Amount					1,085.00
Taxable Amount					
Tax Amount					
Balance Due					1,085.00

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 #: 8464250
Invoice Date: 6/19/2023

Amount Due: \$ 1,085.00

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

BrightView
Landscape Services

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 8511582
Invoice Date: 7/24/2023
Sales Order: 8178416
Cust PO #:

Project Name: NTE Repair Broken 2" lateral line at 1133 Persimmon
Project Description: NTE Repair Broken 2" lateral line at 1133 Persimmon

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Repair Broken 2" lateral line	1.000	EA	496.80	496.80
<p>Grounds Repair & maintenance 1.320.53800.46000 7/27/23</p> <p>RECEIVED JUL 27 2023 BY: _____</p>					
Total Invoice Amount					496.80
Taxable Amount					
Tax Amount					
Balance Due					496.80

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 #: 8511582
Invoice Date: 7/24/2023

Amount Due: \$496.80

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

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

30209 07/18/2023 \$185.22 08/02/2023 Net 15

PM	SERVICE REQUEST 37173 - JULY PREVENTATIVE MAINTENANCE Jul 14, 2023: Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - All units except for what mentioned in SR36831 that says SCHEDULED PARTS INSTALL test correct. Bruce must have the parts?	1	180.00	180.00
Processing Fee	Processing Fee	180	0.029	5.22
BALANCE DUE				\$185.22

General Facility Maint
1.330.57200.46000
W 7/21/23

RECEIVED
JUL 21 2023
BY: _____



INVOICE

Pye Barker Fire & Safety
1046-JAX
8936 Western Way Ste 5
Jacksonville, FL 32256-8393
9046347100
pyebarkerfire.com


Customer PO:	Order No:	Invoice No:	Due Date:
	ST00043898	IV00038061	07/20/2023
Invoice Date:	Terms:	Invoice Total:	Amount Due:
06/20/2023	Net 30	1,069.63	1,069.63

License: FED22-000076 / FED20-000005 / FPI18-000123 / EF00001197

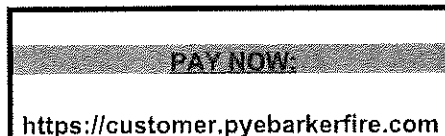
BILL TO:
Pineridge
4200 Pine Ridge Pkwy
Middleburg, FL 32068

WORKSITE:
Pineridge
4200 Pine Ridge Pkwy
Middleburg, FL 32068

Authorized By:	Job Number:	Service Location:	Bill To ID:	Worksite ID:	Technician:
Maria Or Mandy	SER0000012967	1046-JAX	46192	46192	Jose Rodriguez

Item	Description	Qty	Unit Price	Total	Tax
DPC	Dispatch And Compliance	1	105.00	105.00	7.88
FL-255FACP	FireLink Dual Path StarLink powered self contained fire communicator / FACP.	1	500.00	500.00	37.50
Labor-Fire	Labor-FireAlarm	3	130.00	390.00	29.25
Work Notes:  Save time and stamps by going paperless. View, print, and pay your invoices online at https://customer.pyebarkerfire.com/					

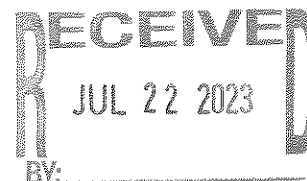
Remit To Address:
Pye-Barker Fire & Safety, LLC
PO BOX 735358
Dallas, TX 75373-5358



Subtotal	995.00
Tax	74.63
Total	1,069.63

Page 1 of 1

Security/Monitoring
1.330.57200.34500
6/22/23



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

Invoice

Invoice #: 470
Invoice Date: 7/17/2023
Due Date: 7/17/2023
Case:
P.O. Number:

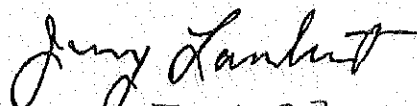
Bill To:
Pina Ridge Plantation
476 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2023		1,262.68	1,262.68
Maintenance Supplies		681.08	681.08

RECEIVED
JUL 21 2023
BY: _____

- General Facility Maint \$ 1,262.68
1.330.57200.46000
- Amenity Repairs & Replacements \$ 143.48
1.330.57200.46100
- Janitorial Supplies \$ 537.60
1.330.57200.46201

 7/19/23


7-21-23

Total	\$1,943.76
Payments/Credits	\$0.00
Balance Due	\$1,943.76

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JUNE 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/2/23	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
6/5/23	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
6/7/23	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, picked up supplies
6/9/23	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
6/12/23	1	F.S.	Removed all spider webs around the building
6/14/23	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
6/16/23	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
6/19/23	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
6/21/23	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
6/22/23	0.5	M.B.	Repair gym equipment plastic caps
6/23/23	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
6/26/23	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
6/30/23	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	<u><u>34.5</u></u>		
MILES	<u><u>124</u></u>		

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

Period Ending 7/05/23

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
PR PINE RIDGE				
	5/24/23	1/2"x50' Braided Rope (3)	41.33	J.S.
	6/7/23	Pine Sol	17.69	F.S.
	6/7/23	Bleach (2)	21.80	F.S.
	6/7/23	Lysol Spray (2)	14.67	F.S.
	6/7/23	Mop Heads 2pk	19.52	F.S.
	6/7/23	Pledge Multisurface	12.63	F.S.
	6/7/23	13 Gallon Trash Bags 110ct	27.57	F.S.
	6/13/23	Cap Screws 2pk x 3	9.49	M.B.
	6/20/23	Stainless Steel Cap Screws 2pk (5)	15.81	M.B.
	6/21/23	Microfiber Towels 24pk	14.93	F.S.
	6/21/23	Disposable Gloves 100ct	20.67	F.S.
	6/23/23	Softsoap 2pk Refill	15.40	M.C.
	6/23/23	Toilet Paper 32 rolls (3)	113.39	M.C.
	6/27/23	Multifold Paper Towels 16pk (2)	113.61	M.C.
	6/27/23	Gym Wipes 4pk	111.26	M.C.
	6/30/23	42 Gallon Trash Bags 50ct	34.47	F.S.
	7/4/23	Air Filters 6pk	76.85	M.C.
		TOTAL	\$681.08	



BrightView

Landscape Services

INVOICE

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

Customer #: 24488830
Invoice #: 8515640
Invoice Date: 8/1/2023
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For August landscape maintenance 1.320.53800.46200  7/26/23  BY: _____	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 #: 8515640
Invoice Date: 8/1/2023

Amount Due: \$11,662.29

Thank you for allowing us to serve you

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

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

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



INVOICE

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 8535989
Invoice Date: 7/28/2023
Sales Order: 8182669
Cust PO #:

Project Name: Pine Ridge - Repair damaged 2" lateral line at 1132 Persimmon
Project Description: Repair damaged 2.5" main line at 1132 Persimmon

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Repair damaged 2.5" main line	1.000	EA	546.00	546.00
<p>Grounds Repair & Maintenance 1.320.53806.46000 u o 8/1/23</p> <p>RECEIVED AUG 03 2023 BY: _____</p> <p>Total Invoice Amount 546.00 Taxable Amount Tax Amount Balance Due 546.00</p>					

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 #: 8535989
Invoice Date: 7/28/2023

Amount Due: \$ 546.00

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

1001 Bradford Way
Kingston, TN 37763

Invoice #: 244
Invoice Date: 8/1/23
Due Date: 8/1/23
Case:
P.O. Number:

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

RECEIVED
AUG 02 2023
BY: _____

Total	\$4,894.15
Payments/Credits	\$0.00
Balance Due	\$4,894.15

Matt Edmonson
(386) 931-6948

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: 08/02/2023

Security / Monitoring
1.330. 57200. 34500
W 8/2/23

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

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
07-07-2023	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$42.00	\$168.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
07-14-2023	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$42.00	\$168.00
	Made contact with 1 citizen at pool				
	Patrolled Neighborhood				
07-21-2023	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$42.00	\$168.00
	Made contact with 4 citizens at pool				
	Patrolled Neighborhood				
07-28-2023	Neighborhood Pool and Clubhouse patrol and security	1930-2330	4	\$42.00	\$168.00
	Made contact with 3 citizens at pool				
	Patrolled Neighborhood				
DEPUTY SIGNATURE: TOTAL					\$672.00
<div>RECEIVED</div> <div>AUG 03 2023</div> <div>BY: _____</div>					

Make all checks payable to Matthew Edmonson

Michael Layne

CCSO OFF-DUTY INVOICE

INVOICE DATE
DATE: JULY 2023

Security/Monitoring
1.330.57200.34500
WE 8/1/23

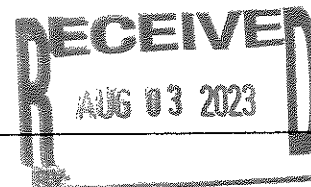
TO:
PINE RIDGE PLANTATION
4200 PINE RIDGE PARKWAY
MIDDLEBURG, FL 32068

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
07/01/2023	Checked amenity center. 5 citizen contacts in the neighborhood. Checked the amenity center, neighborhood patrol. . Amenity center checked. Some fireworks in the neighborhood but very few. Neighborhood patrol.	2100/0100	4.0	42.00	\$168.00
07/08/2023	Checked amenity center and spoke to several people using the pool. Checked neighborhood. Traffic stop on a golf cart on Pine Ridge. Neighborhood patrol, amenity center checked, citizen contact on Oak Moss Loop, neighborhood patrol, checked the amenity center	1915/2315	4.0	42.00	\$168.00
07/16/2023	Checked amenity center, unusually dirty after someone had a party, neighborhood patrol – assisted patrol on a stolen vehicle call – It may be a civil matter, 1 citizen contact, amenity center check, citizen contact, neighborhood patrol, amenity center check.	2045/0045	4.0	42.00	\$168.00
07/22/2023	Checked the amenity center, neighborhood patrol, 2 citizen contacts, amenity center checked, Pool empty prior to dark, the side gate was left open again – I closed it. Neighborhood patrol, 1 citizen contact, traffic stop – no headlights, amenity center checked.	1900/2300	4.0	42.00	\$168.00
07/29/2023	Checked amenity center, party going on, told a few to exit the pool as darkness fell, neighborhood patrol, alarm activation at the amenity center while I was in the neighborhood, responded and checked the building – the party had ended but a door was left open after the alarm was set. Locked the doors and set the alarm, 4 more subjects were back in the water at 1015 – I cleared the pool again. Neighborhood patrol, amenity center checked,	2100/0100	4.0	42.00	\$168.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		20.00		\$840.00

Make all checks payable to Michael Layne

Thank you for your business!





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

Invoice

Date 8/1/2023

Invoice # 131295616320

Terms	Net 20
Due Date	8/21/2023
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
<div>RECEIVED JUL 17 2023 BY: _____</div> <div>Pool Chemicals 1.330.57200.46500 W 7/18/23</div>				

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

Remittance Slip

Customer
13GMS100
Invoice #
131295616320

Amount Due \$1,505.74

Amount Paid _____

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



131295616320

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

Invoice

Invoice #: 472
Invoice Date: 7/31/2023
Due Date: 7/31/2023
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through July 2023 1,330.57200.34110	61.68	25.00	1,542.00
<div data-bbox="378 982 683 1161">RECEIVED AUG 07 2023 BY: _____</div> <div data-bbox="378 1451 787 1608"><i>Jerry Lambert</i> 8-7-23</div>			

Total	\$1,542.00
Payments/Credits	\$0.00
Balance Due	\$1,542.00

PINE RIDGE CDD
FACILITY ASSISTANT

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
61.68	Facility Assistant	\$ 25.00	\$ 1,542.00

Covers Period: July 2023

GL # 1.330.57200.34110

TOTAL DUE:

\$ 1,542.00

PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT
ASSISTANT MANAGER BILLABLE HOURS
FOR THE MONTH OF JULY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/23	8	S.W.	Completed daily checklist, returned calls and emails
7/2/23	7.45	S.W.	Completed daily checklist, returned calls and emails
7/8/23	8.03	S.W.	Completed daily checklist, returned calls and emails
7/9/23	7.67	S.W.	Completed daily checklist, returned calls and emails
7/15/23	7.98	S.W.	Completed daily checklist, returned calls and emails
7/16/23	7.77	S.W.	Completed daily checklist, returned calls and emails
7/22/23	8.03	S.W.	Completed daily checklist, returned calls and emails
7/23/23	6.75	S.W.	Completed daily checklist, returned calls and emails
	<hr/>		
	61.68		
	<hr/>		

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

Invoice

Invoice #: 473
Invoice Date: 7/31/2023
Due Date: 7/31/2023
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Lifeguards through July 2023 330.572.3420	221.97	18.50	4,106.45
<div>RECEIVED AUG 07 2023 BY: _____</div> <div><i>Jerry Lambert</i> 8-7-23</div>			

Total	\$4,106.45
Payments/Credits	\$0.00
Balance Due	\$4,106.45

LIFEGUARDS

Qty./Hours	Description	Rate	Amount
221.97	Lifeguards	\$ 18.50	\$ 4,106.45
	Covers July 2023		
	GL # 330.572.3420		
	TOTAL DUE:		<u>\$ 4,106.45</u>

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
LIFEGUARD BILLABLE HOURS FOR JULY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/23	5.48	J.M.	Lifeguard
7/1/23	5.57	G.R.	Lifeguard
7/2/23	5.57	J.M.	Lifeguard
7/2/23	5.87	G.R.	Lifeguard
7/4/23	4.25	I.A.M.	Lifeguard
7/4/23	4.23	I.H.M.	Lifeguard
7/6/23	4.03	I.A.M.	Lifeguard
7/6/23	4	I.H.M.	Lifeguard
7/7/23	4.18	I.A.M.	Lifeguard
7/7/23	4.17	I.H.M.	Lifeguard
7/8/23	5.28	M.U.	Lifeguard
7/8/23	5.2	I.A.M.	Lifeguard
7/8/23	5.22	I.H.M.	Lifeguard
7/9/23	5.37	M.U.	Lifeguard
7/9/23	5.05	I.A.M.	Lifeguard
7/9/23	5.05	I.H.M.	Lifeguard
7/13/23	4.15	I.A.M.	Lifeguard
7/13/23	4.15	I.H.M.	Lifeguard
7/14/23	4.07	I.A.M.	Lifeguard
7/14/23	4.05	I.H.M.	Lifeguard
7/15/23	5.2	J.M.	Lifeguard
7/15/23	5.78	G.R.	Lifeguard
7/15/23	5.57	M.U.	Lifeguard
7/16/23	5.5	J.M.	Lifeguard
7/16/23	5.15	G.R.	Lifeguard
7/16/23	5.42	M.U.	Lifeguard
7/20/23	4.63	I.A.M.	Lifeguard
7/20/23	4.65	I.H.M.	Lifeguard
7/21/23	4.25	I.A.M.	Lifeguard
7/21/23	4.25	I.H.M.	Lifeguard
7/22/23	5.27	J.M.	Lifeguard
7/22/23	5.27	I.A.M.	Lifeguard
7/22/23	5.27	I.H.M.	Lifeguard
7/23/23	3.63	J.M.	Lifeguard
7/23/23	3.63	I.A.M.	Lifeguard
7/23/23	3.63	I.H.M.	Lifeguard
7/27/23	4.17	I.A.M.	Lifeguard
7/27/23	4.15	I.H.M.	Lifeguard
7/28/23	4.15	I.A.M.	Lifeguard
7/28/23	4.15	I.H.M.	Lifeguard
7/29/23	5.7	G.R.	Lifeguard
7/29/23	5.48	I.A.M.	Lifeguard
7/29/23	5.47	I.H.M.	Lifeguard
7/30/23	5.72	G.R.	Lifeguard
7/30/23	5.47	I.A.M.	Lifeguard
7/30/23	5.47	I.H.M.	Lifeguard

GRAND TOTAL 221.97

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

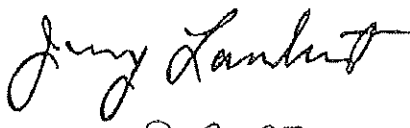
Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 471
Invoice Date: 8/1/2023
Due Date: 8/1/2023
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 - August 2023		731.42	731.42
1.330.57200.46400- Pool Maintenance Services - August 2023		1,125.00	1,125.00
1.330.57200.34000- Contract Administration - August 2023		2,014.92	2,014.92
1.330.57200.34100-Facility Management - Pine Ridge Plantation - August 2023		5,154.92	5,154.92
<div><div>RECEIVED</div><div>AUG 03 2023</div><div>BY: _____</div><div> 8-3-23</div></div>			

Total \$9,026.26

Payments/Credits \$0.00

Balance Due \$9,026.26

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
Post Office Box 20122
Tampa, FL 33622-0122
(04) 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
Post Office Box 20122
Tampa, FL 33622-0122

ACCOUNT NUMBER	DATE	BALANCE
719342	8/1/2023	\$850.00

00000000075406001000000011482300000008500068

Please Return this portion with your payment

Invoice Due Date 8/11/2023

Invoice 114823B

PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
4200	Pine Ridge Pkwy Middleburg, FL 32068				
8/1/2023	Water Management - Monthly		\$850.00	\$0.00	\$850.00

Please remit payment for this month's invoice

RECEIVED
AUG 03 2023
BY: _____

Lake Maintenance
1. 320.53800.46400
W 8/1/23

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

Click the "Pay Now" link to submit payment by ACH

Customer #: 719342
Portal Registration #: 26CE8D2B

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

Customer Portal Link: www.lakedoctors.com/contact-us/

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



Berger, Toombs, Elam,
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

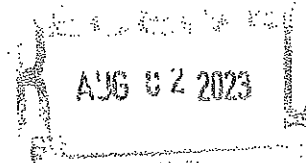
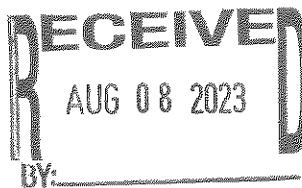
772/461-6120
FAX: 772/468-9278

*PINE RIDGE PLANTATION CDD
475 WEST TOWN PLACE, STE 114
ST. AUGUSTINE, FL 32092*

Invoice No. 363576
Date 07/30/2023
Client No. 19560

Services rendered in connection with the audit of the Basic Financial Statements
as of and for the year ended September 30, 2022.

Total Invoice Amount \$ 3,175.00



We now accept Visa and MasterCard.
Please enter client number on your check.
Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies Practice Section

Member FICPA



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

(904) 284-7575

Invoice Number: SSI11239
Invoice Date: 8/3/2023

Page: 1

Attn: Fiscal - Accounts Receivable

Bill

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

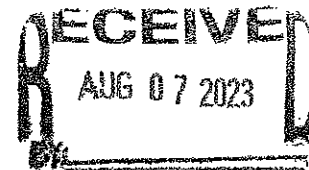
Ship

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

Due Date 8/18/2023
Terms Net 15 Days

Customer ID C0000507
P.O. Number
P.O. Date 8/3/2023
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JULY 2023		16	16	5.00	80.00
Fees-2nd Employment Scheduling		1	1	85.00	85.00



Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 165.00

Subtotal: 165.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 165.00

CLIENT NAME

INVOICE NUMBER

PINE RIDGE

CLIENT NUMBER

INVOICE DATE

08/03/2023

CLIENT ADDRESS

EVENT	DATE	DESCRIPTION	PERSONNEL	HOURS or QUANTITY	RATE	TOTAL
1	07/08/23 1800 - 07/08/23 2330	PINE RIDGE	Michael Layne 07/08/23 1915 - 07/08/23 2315	4.00	\$ 42.00	\$ 168.00
				EVENT TOTAL:	(hrs) 4.00	\$ 168.00
2	07/16/23 2045 - 07/17/23 0045	Pine ridge	Michael Layne 07/16/23 2045 -	4.00	\$ 42.00	\$ 168.00

07/17/23
0045

EVENT TOTAL:	(hrs) 4.00	\$ 168.00
-------------------------	-------------------	----------------------

3 07/22/23
1900 - Pine Ridge
07/22/23
2300

Michael Layne 07/22/23 1900 - 07/22/23 2300	4.00	\$ 42.00	\$ 168.00
--	------	-------------	--------------

EVENT TOTAL:	(hrs) 4.00	\$ 168.00
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4 07/29/23
2100 - Pine Ridge
07/30/23
0100

Michael Layne 07/29/23 2100 - 07/30/23 0100	4.00	\$ 42.00	\$ 168.00
--	------	-------------	--------------

EVENT TOTAL:	(hrs) 4.00	\$ 168.00
-------------------------	-------------------	----------------------

INVOICE TOTAL:	(hrs) 16.00	\$ 672.00
---------------------------	--------------------	----------------------

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

Amenity Repairs & Replacements

1.330.57200.46100

8/21/23



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

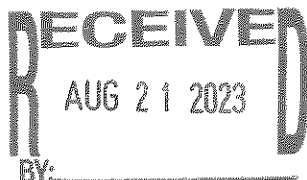
Pine Ridge Plantation Amenity Center
4200 Pine Ridge Parkway
Middleburg, FL 32068

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

Invoice #	Date	Amount	Due Date	Net 15
30370	08/14/2023	\$245.67	08/29/2023	Net 15
SERVICE REQUEST 36831 - REPAIRS IDENTIFIED DURING APRIL PM				
2a. Parts	May 23, 2023: Parts for Repair: SF Speed thumb switch N110015B - Spirit tread s/n 6858151706002036 2. Installed front side plastic display housing on a Spirit treadmill, unit will need speed and elevation thumb switches as they are not functional. Unit will also need left and right rear roller covers as they are cracked.	1	17.00	17.00
2a. Parts	May 23, 2023: Parts for Repair: SF Elevation thumb switch N110016B - Spirit tread s/n 6858151706002036 2. Installed front side plastic display housing on a Spirit treadmill, unit will need speed and elevation thumb switches as they are not functional. Unit will also need left and right rear roller covers as they are cracked.	1	17.00	17.00
2a. Parts	May 23, 2023: Parts for Repair: SF Left rear roller cover P030108-A1 - Spirit tread s/n 6858151706002036 2. Installed front side plastic display housing on a Spirit treadmill, unit will need speed and elevation thumb switches as they are not functional. Unit will also need left and right rear roller covers as they are cracked.	1	18.00	18.00
2a. Parts	May 23, 2023: Parts for Repair: SF Right rear roller cover P030109-A1 - Spirit tread s/n 6858151706002036 2. Installed front side plastic display housing on a Spirit treadmill, unit will need speed and elevation thumb switches as they are not functional. Unit will also need left and right rear roller covers as they are cracked.	1	18.00	18.00
2b. Shipping/ Handling	May 23, 2023: Shipping and Handling Estimate: Spirit Fitness Parts Order# 736650-1	1	25.00	25.00
1. CS	Aug 11, 2023: Labor, Commercial: Install parts and test for proper function. Estimate 1.25 hours - Parts replaced unit test correct Service Request Details/Notes: Spirit tread s/n 5858151706002036 2. Installed front side plastic display housing on a Spirit treadmill, unit will need speed and elevation thumb switches as they are not functional. Unit will also need left and right rear roller covers as they are cracked.	1.25	115.00	143.75
Processing Fee	Processing Fee	238.78	0.029	6.92

BALANCE DUE

\$245.67



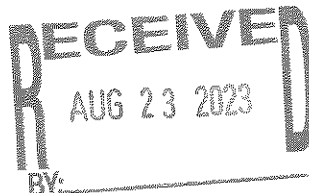
www.wearefitnesspro.com


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

Invoice

Invoice #: 475
Invoice Date: 8/21/2023
Due Date: 8/21/2023
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2023		1,258.23	1,258.23
Maintenance Supplies		1,250.10	1,250.10
• General Facility Maint - \$ 1,258.23 1.330.57200.46000			
• Janitorial Supplies - \$ 303.78 1.330.57200.46201			
• Office Supplies - \$ 77.75 1.330.57200.51000			
• Grounds Repair & maintenance \$9.59 1.320.53800.46000			
• Amenity Repairs & Replacements - \$858.90 1.330.57200.46100			
 8/22/23			
Total			\$2,508.33
Payments/Credits			\$0.00
Balance Due			\$2,508.33

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/3/23	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
7/5/23	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
7/7/23	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
7/8/23	0.5	R.M.	Drinking fountain by bathrooms on pool deck was leaning, adjusted fountain and tested
7/10/23	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
7/13/23	0.5	R.M.	Changed air filters in the clubhouse, replaced batteries in both thermostats
7/14/23	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
7/17/23	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
7/19/23	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
7/21/23	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
7/24/23	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
7/26/23	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
7/28/23	0.5	M.B.	Repaired shower head at big pool
7/28/23	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 34.5

MILES 114

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

Period Ending 8/05/23

[illegible]

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
7/19/23	00006	7/13/23 S-16276	202307 320-53800-61000	RPLC AIR HANDLER	*	4,641.70	
				HOWARD SERVICES INC.			4,641.70 000055
7/31/23	00080	7/19/23 408M0569	202307 320-53800-60000	REQ #61 FINAL ACCESS CTRL	*	10,207.00	
				CONVERGINT TECHNOLOGIES LLC			10,207.00 000056
8/09/23	00183	7/28/23 8535961	202308 320-53800-60000	REQ #62 HYDROSEED FIELD	*	4,882.50	
				BRIGHTVIEW LANDSCAPE SERVICES, INC			4,882.50 000057
8/09/23	00026	6/30/23 1803	202308 320-53800-61000	FINAL POOL SLIDE REPAIRS	*	8,400.00	
				CARLOS L BRITO MARTINEZ DBA JCB			8,400.00 000058
8/24/23	00020	7/31/23 474	202307 320-53800-60000	POOL STAIR PROJECT	*	30,000.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			30,000.00 000059
TOTAL FOR BANK B						58,131.20	
TOTAL FOR REGISTER						58,131.20	

Service Invoice

Page 1 of 1



Howard Services

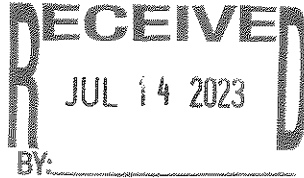
P.O. Box 5637
Jacksonville, FL 32247
Phone: (904)398-1414 Fax: (904)398-3586

Billed Customer: #001626

Site ID: # 001626-0001

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068

Pineridge Plantation Community
4200 Pineridge Pkwy
Middleburg, FL 32068



17643

7/13/2023

S-16276

08/12/2023

Amount Paid

Call Slip Number

Invoice Date

Invoice Number

Due Date

Contractor's License #

17643

7/13/2023

S-16276

08/12/2023

CAC1822034

Problem Reported:

*** CINSTL-Commercial Install ***

System Installation

QTY 54641.70

5 Ton ICF AHU

10 kw Heat

Duct

Technician Date

LOIS 07/13/2023

ANDRES 07/13/2023

Qty Material

(1) 5 Ton AHU w/ 10 kw

(1) 10 kw heat

(10) 410a

Equipment:

Unit : RAHU

Model : WDH1604AD01E

Brand: TCF

Serial#: F231302236

Location: AHU #1

Arrived on job. Removed old 5 ton Air handler. Replaced with new air hand w/ 5 ton coil and re-piped air handler. Pulled vacuum on system and recharge system with 410 a Freon. 10 pounds of Freon. Started up system.

Capital Outlay
2,320,538.00 - 600.00
W 7/14/23

Amount Due

4,641.70

The above prices and specifications are hereby accepted. You are authorized to perform the work as specified. I agree to pay you in full upon completion of the work and to pay for attorney's fees and costs you incur if you file a lawsuit to recover money which I owe to you. In addition, if I do not pay you upon completion of the work, I agree to pay interest on the outstanding balance at the rate of 18% per annum. The venue for any legal action related to this agreement shall be Jacksonville, Florida unless otherwise required by law. In connection with any such action I've waived the right to a trial by jury.

Howard Services Warranty: Recommended service repairs are warranted for a period of (90) Ninety days on labor and (1) One year on all applicable parts from the date of the repair, excluding refrigerant unless otherwise stated.

A \$25.00 service charge will be added for all returned checks.

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: 61

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

(C) Amount Payable: \$ 10,207.00

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable): Professional Services related Pine Ridge East Ball Court Access Control - Invoice 408M05692 - Final Invoice

(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

affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

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

**PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT
DISTRICT**

By: Mark S. S.
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2020A Costs of Issuance Account, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2020 Project and is consistent with (i) the applicable acquisition or construction contract, (ii) the plans and specifications for the portion of the Series 2020 Project with respect to which such disbursement is being made, and (iii) the report of the Consulting Engineer attached as an exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

K. T. Foley
Consulting Engineer

July 25, 2023



Invoice

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

Invoice	408M05692
Invoice Date	07/19/23
Payment Terms	Net 45
Customer Code	1040113
Customer P.O. #	QUOTE # JPC1329966P
Current Due	\$ 10,207.00

** Include Invoice # or customer code on check or send to:
achremt@convergint.com

Bill to:

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

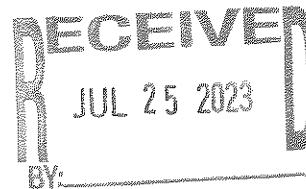
Ship To / Project: 408SNM0569

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

Remarks: Per Quote JPC1329966P - Pine Ridge Ball Court Access Control

Quantity	Description	Unit Price	Extension
	QUOTE # JPC1329966P - Pine Ridge Ball Court Access Control		
1.000	PROJECT COMPLETE - FINAL INVOICE	10,207.00	10,207.00
Total:		\$	10,207.00

Thank you for your business!



For questions about this invoice, contact your local Convergent office at (407) 814-0225
You can pay your invoice online at: www.convergint.com/invoice Note 2.3% surcharge for CC payments
Convergent is an Equal Opportunity/Affirmative Action Employer who is committed to workforce diversity. M/F/D/V.

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

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: 62

(B) Name of Payee: Brightview Landscape Services, Inc
PO Box 740655
Atlanta, GA 30374-0655

(C) Amount Payable: \$ 4,882.50

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments or state Costs of Issuance, if applicable):
Hydro Seeding Open Field - Invoice 8535961

(E) Fund or Account and subaccount, if any, from which disbursement to be made: 22020 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.

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.

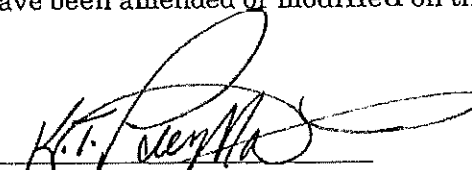
Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

**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 Engineering

August 2, 2023

BrightView

Landscape Services

INVOICE

Sold To: 24488830
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24488830
Invoice #: 8535961
Invoice Date: 7/28/2023
Sales Order: 8061360
Cust PO #:

Project Name: Pine Ridge: Hydroseeding Open Field
Project Description: Landscape Enhancements

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Please note: 4 Applications are quoted to ensure proper growth of seeds. Pine Ridge CDD - <i>Construction Project</i> Hydroseeding Open Field 1st Ap <i>Capital Outlay</i> <i>2,320,53800.60000</i> <i>8/1/23</i>	1.000	EA	4882.50	4,882.50
Total Invoice Amount					4,882.50
Taxable Amount					
Tax Amount					
Balance Due					4,882.50

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 #: 8535961
Invoice Date: 7/28/2023

Amount Due: \$ 4,882.50

Thank you for allowing us to serve you

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

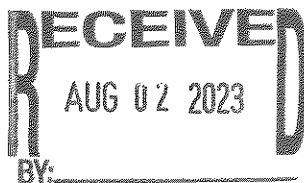
Pine Ridge Plantation CDD
475 W Town Place Ste 114
St Augustine FL 32092

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

JCB Maintenance LLC
9905 Leahy Rd
Jacksonville, FL 32246
904-383-5292
jcb.maintenance@yahoo.com

INVOICE

BILL TO
Jsoriano



INVOICE # 1803
DATE 06/30/2023
DUE DATE 07/05/2023
TERMS Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
03/15/2023	Labor Labor To fabrication of ladder. •Carbonized steel •Fabrication •Hole stamp •Welding •Labor	1	8,400.00	8,400.00

3rd and final phase completed.
Delivered 6/29/23

BALANCE DUE

\$8,400.00

Invoice

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

Jerry Lambert
8-16-23

Total	\$30,000.00
Payments/Credits	\$0.00
Balance Due	\$30,000.00