

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, September 17, 2024 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida.

Present and constituting a quorum were:

Matt Biagetti	Chairman
Jeff Lewis	Vice Chairman
Jack Montoya <i>by phone</i>	Supervisor
Nelson Nazario	Supervisor
Jerry Ritchie	Supervisor

Also, present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Maria Cranford	RMS Amenity Manager
Jay Soriano	GMS

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comments (*Regarding Agenda Items Listed Below*)

Ms. Giles noted copies of the agenda are available if anyone wishes to follow along and invited members of the public to speak on agenda items. There is also public comment at the end of the meeting.

- Megan Austin (4683 Cambridge Dr.) – Noted her backyard is sinking into the pond. Lake Doctors reviewed the pond bank and submitted a proposal. The engineer will review and Mr. Soriano will reach out to the county.

September 17, 2024

Pine Ridge Plantation CDD

**Mr. Montoya joined the meeting at this time.*

On MOTION by Mr. Lewis seconded by Mr. Nazario, with all in favor, NTE \$20,000 to Repair 100 ft. of Pond Bank Erosion and Directing Staff to work with District Engineer and County, was approved.

THIRD ORDER OF BUSINESS

Acceptance of Fiscal Year 2023 Audit Report

Ms. Giles stated there were no findings or recommendations on the Fiscal Year 2023 audit.

On MOTION by Mr. Biagetti seconded by Mr. Nazario, with all in favor, the Acceptance of Fiscal Year 2023 Audit Report, was approved.

FOURTH ORDER OF BUSINESS

Discussion of CDD Goals & Objectives

Mr. Haber updated the Board on new legislation requiring all Special Districts to adopt goals & objectives and submit them to the state by October 1st. GMS has recommended some goals and objectives included in the agenda package.

On MOTION by Mr. Nazario seconded by Mr. Ritchie, with all in favor, the CDD Goals & Objectives, were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report unless there are any questions.

B. District Manager

Ms. Giles had nothing to report.

C. Engineer

Ms. Giles noted staff will reach out to the District Engineer and work with him on the pond bank erosion.

September 17, 2024

Pine Ridge Plantation CDD

D. Amenity & Operations Manager

1. Landscape Quality Inspection Report

Ms. Cranford presented the Amenity Manager’s Report on page 53 of the agenda. She noted they will start lifting and cutting branches in October.

2. Report

Mr. Soriano updated the Board on the lights for the pickleball courts.

SIXTH ORDER OF BUSINESS

Public Comments/Supervisor’s Requests

Mr. Nazario asked about outstanding Down to Earth invoices when switching over to Brightview. Mr. Soriano noted it was resolved. Happy with the outcome, cut their losses. Brightview is good with their reporting.

Mr. Montoya asked if the bank isn’t getting cut due to the rain. Ms. Cranford stated yes.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the July 23, 2024 Meeting

Ms. Giles presented the minutes from the July 23, 2024 meeting.

B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending July 31, 2024

Ms. Giles stated the balance sheet and statement of revenues ending July 31, 2024 is on page 64 of the agenda package.

C. Assessment Receipts Schedule

Ms. Giles noted the Assessment Receipts Schedule is on page 76 showing the District is 100% collected.

D. Approval of Check Register

Ms. Giles presented the check registers for June and July totaling \$95,333.74.

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

September 17, 2024

Pine Ridge Plantation CDD

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting –11/19/24 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next meeting is scheduled for 11/19/24 at 6:00 p.m. at the same location.

NINTH ORDER OF BUSINESS

Adjournment

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

Signed by:
Marilee Giles
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Secretary / Assistant Secretary

Signed by:
Matt Biagetti
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Chairman / Vice Chairman