

***PINE RIDGE PLANTATION***  
*Community Development District*

*January 21, 2025*

# *AGENDA*

# Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

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

---

January 14, 2025

Board of Supervisors  
Pine Ridge Plantation Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held Tuesday, January 21, 2025 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. Consideration of Proposals
  - A. Brightview
  - B. Safe Slide
- IV. Staff Reports
  - A. Attorney
  - B. District Manager
  - C. Engineer – Public Facilities Report
  - D. Amenity & Operations Manager
    1. Landscape Quality Inspection Report
    2. Report
- V. Public Comments / Supervisor's Requests
- VI. Approval of Consent Agenda

- A. Approval of the Minutes of the November 19, 2024 Meeting
  - B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending November 30, 2024
  - C. Assessment Receipts Schedule
  - D. Approval of Check Register
- VII. Next Scheduled Meeting – 03/18/25 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center
- VIII. Adjournment

*THIRD ORDER OF BUSINESS*

*A.*

## Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	4200 Pine Ridge Plantation Middleburg, FL 32068	To	Pine Ridge Plantation CDD
		Billing Address	475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Infill Roses		
Project Description	Infill Roses in the center island in front of the office		

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Labor to prep area, remove any existing root balls, mobilization and debris disposal.	\$478.80	\$478.80
18.00	EACH	3g Red Knockout Roses - Installed	\$43.11	\$775.98
14.00	BAG	Pine Bark Mulch - Installed	\$10.90	\$152.63
1.00	LUMP SUM	Irrigation - Adjust and inspect to provide proper coverage to newly installed plants.	\$268.38	\$268.38

For internal use only

**SO#** 8560948  
**JOB#** 346100576  
**Service Line** 130

**Total Price** \$1,675.79

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

**Acceptance of this Contract**

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY**

Customer

Signature \_\_\_\_\_ Title **Property Manager**

**Maria Cranford** \_\_\_\_\_ **November 25, 2024**  
 Printed Name Date

**BrightView Landscape Services, Inc. "Contractor"**  
**Associate Account Manager**

Signature \_\_\_\_\_ Title \_\_\_\_\_  
**Karen E Fisher** \_\_\_\_\_ **November 25, 2024**  
 Printed Name Date

**Job #: 346100576**  
**SO #: 8560948**                      **Proposed Price: \$1,675.79**



## Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	4200 Pine Ridge Plantation Middleburg, FL 32068	To	Pine Ridge Plantation CDD
		Billing Address	475 W Town Place Ste 114 St Augustine, FL 32092

Project Name Pine Ridge - Jasmine bed in front of playground enhancement  
 Project Description Jasmine bed in front of playground enhancement

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Labor to remove existing mulch. Grade area out. Deep edge any hardscapes or bedlines. Mobilization and debris disposal.	\$547.20	\$547.20
3.00	EACH	Purple Crinum Lily 7 gal - Installed	\$93.96	\$281.88
80.00	EACH	Variegated Asiatic Jasmine 1 gal - Installed	\$9.94	\$795.59
9.00	EACH	Carissa Holly 3 gal - Installed	\$22.47	\$202.23
14.00	BAG	Pine Bark Mulch - Installed	\$13.26	\$185.64
1.00	LUMP SUM	Irrigation - Provide proper coverage to all newly installed plants. Inspect and/or adjust schedule	\$248.89	\$248.89

For internal use only

**SO#**  
**JOB#** 346100576  
**Service Line** 130

**Total Price** \$2,261.43

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

### TERMS & CONDITIONS

- 1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- 2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- 3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- 4. Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- 5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- 6. Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- 7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- 8. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- 9. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- 10. Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- 11. Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- 12. Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- 13. Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- 14. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- 15. Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- 16. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- 17. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

#### Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager

Signature Title

Maria Cranford

November 25, 2024

Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Associate Account Manager

Signature Title

Karen E Fisher

November 25, 2024

Printed Name Date

Job #: 346100576

SO #:

Proposed Price: \$2,261.43

## Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	4200 Pine Ridge Plantation Middleburg, FL 32068	To	Pine Ridge Plantation CDD
		Billing Address	475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Pine Ridge - Refresh rock inside the Pool		
Project Description	Refresh rock inside the Pool		

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
15.00	BAG	Refresh the Palm Tree rings with Brown River Rock inside the Pool.	\$27.94	\$419.13

For internal use only

SO# 8585510  
JOB# 346100576  
Service Line 130

**Total Price** \$419.13

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

**Acceptance of this Contract**

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY**

Customer

	<b>Property Manager</b>
Signature _____	Title _____
<b>Maria Cranford</b>	<b>January 13, 2025</b>
Printed Name _____	Date _____

**BrightView Landscape Services, Inc. "Contractor"**

**Account Manager**

	<b>January 13, 2025</b>
Signature _____	Title _____
<b>Karen E Fisher</b>	<b>January 13, 2025</b>
Printed Name _____	Date _____

**Job #: 346100576**

**SO #: 8585510      Proposed Price: \$419.13**

## Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	4200 Pine Ridge Plantation Middleburg, FL 32068	To	Pine Ridge Plantation CDD
		Billing Address	475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Tynes Blvd. Curb Clean up and Re-grade/Re-sod		
Project Description	Tynes Blvd. Curb Clean up and Re-grade/Re-sod		

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Labor to clean up the road way curb line build up, remove existing poorly performing sod and re-grade the area ahead of new sod. Mobilization and debris disposal.	\$1,122.33	\$1,122.33
1.00	PALLET	St. Augustine Sod - Installed	\$783.67	\$783.67
1.00	LUMP SUM	Irrigation - Provide coverage to newly installed sod, inspect and adjust schedule.	\$249.55	\$249.55

For internal use only

**SO#** 8564075  
**JOB#** 346100576  
**Service Line** 130

**Total Price** \$2,155.55

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

### TERMS & CONDITIONS

- The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- Taxes: Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- Liability: Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- Access to Jobsite: Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- Payment Terms: Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- Termination: This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- Assignment: The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- Cancellation: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

#### Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager

Signature Title

Maria Cranford

November 25, 2024

Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Associate Account Manager

Signature Title

Karen E Fisher

November 25, 2024

Printed Name Date

Job #: 346100576

SO #: 8564075

Proposed Price: \$2,155.55

*B.*

# Safe Slide Restoration®

“Restoring confidence in your slide.”

Dale Cooper LLC DBA Safe Slide Restoration

P.O. Box 102, Farmington, MO 63640

O: 855-639-7543 / C: 317-437-2217

[www.safeslides.com](http://www.safeslides.com)

December 11<sup>th</sup>, 2024

**Pine Ridge Plantation Community Center** / Attn: Maria Cranford

4200 Pine Ridge Parkway, Middleburg, FL 32068

904-291-8878 / prmgr@riversidemgtsvc.com

Hello Maria,

This is a proposal for a **Yearly Protection Plan**, which will extend your facility’s warranty from 2 to 5 years. This proposal is based on an inspection performed at your facility. We are certified in composites by the American Composites Manufacturer's Association (ACMA), and hold over **20 years** of experience with fiberglass and gel-coat repair. To move forward with the program, please email us back the signed contract. We will then sign it and send you a copy for your records.

## We Have The Industry’s Best Warranties

- There is a **1 – year warranty** on paint for adhesion – Steel
- There is a **5 - year warranty** on structural fiberglass repair not to delaminate.
- There is a **5 – year warranty** on gel coat and paint (available with yearly protection plan)

### Certified Inspections



- Audio and Visual Documentation
- Present Solutions
- Non-Destructive Testing (NDT)

### Consistent Restoration



- Scheduling/Pre-Con Meeting
- NACOM Certified Project Managers
- Over 400 Projects Each Year

### Protected Partnership



- Post Project Customer Service
- Annual Protection Plans
- Best Warranties in the Industry

## Guarantees

- All Project Managers are ACMA Certified
- Gel Coat Thickness Meets OEM Standards
- Meeting Deadlines
- Responsive



**Slide Description:**

**Open Flume Body Slide – Blue & White**



**Work Description:**

**Option A:**

**Base Services Provided**

- Wash interior of slide
- Repair all minor fiberglass repairs in ride path\* (i.e. a chip or gouge with a sharp edge)
- Caulk seams as needed (3/16” or wider gap) \*\* (this is not a guarantee to fix leaking seams)
- All repairs will be done with vinyl-ester marine grade filler

**Special Service Provided**

- Chemical wash and wax open flume sections only

**Project Option A:**

**Yearly Installment Amount:** ..... \$ 3,130.00

**Work Description:**

**Option B:**

**Base Services Provided**

- Same as above

**Special Service Provided**

- Wax open flume sections only
- Polish and wax **start tub and exit panel only**

**Project Option B:**

**Yearly Installment Amount:** ..... \$ 5,195.00

**Work Description:**

**Option C:**

**Base Services Provided**

- Same as above

**Special Service Provided**

- Polish **all ride path sections** (includes start tub and exit panel)
- Wax **all open flume sections** (includes start tub and exit panel)

**Project Option C:**

**Yearly Installment Amount:** ..... \$ 7,700.00

**\*Very Important\*** - It is most common for the first installment to be Option A, and from there to gradually work down to Option C by installment number 3 or 4. Options may be chosen each calendar year.

**I choose Option:** \_\_\_\_\_

**INIT:** \_\_\_\_\_

50% is due before project starts  
50% is due at completion of project

After 30 days’ net, an additional 5% will be added to the unpaid amount, and every 30 days thereafter that the payment is late. The park is responsible for any legal fees necessary to collect payment.

Signatures:

Pine Ridge Plantation: \_\_\_\_\_

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

Print: \_\_\_\_\_

Safe Slide Restoration: \_\_\_\_\_

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

Print: \_\_\_\_\_

### Information Request:

**Business Name:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**Physical/Shipping Address:** \_\_\_\_\_

**Billing Contact:** \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Main Contact:** \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Secondary Contact:** \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Note: This contract expires in 60 days from the date on the first page of this document.**

We at Safe Slide Restoration are committed to quality and customer satisfaction. We are an international company that provides services to the largest water parks and cruise lines in the world. We look forward to putting our expertise to work for you. Please [visit our online store](#) to purchase any products you may need for maintenance, and feel free to call my cell at 317-437-2217 or our office at 855-639-7543 if you have any questions or comments.

Thank you for your consideration, we appreciate your time!

Sincerely,  
 Joe Atherton  
 Regional Customer Representative  
[joseph.atherton@safeslides.com](mailto:joseph.atherton@safeslides.com)

# Safe Slide Restoration®

"Restoring confidence in your slide."

## ADDITIONAL SERVICES



**STEEL RESTORATION**

- Sandblasting
- Rust Removal
- New Fabrication for Steel Components



**FLOORING INSTALL**

- Thermoplastics
- Textured Flooring
- Life Floor® Certified Installers



**CERTIFIED INSPECTIONS**

- Full Park Inspection
- State Certification
- Non-Destructive Testing



**PROJECT INSTALLS**

- Slide Installations
- Splash Pad Installations
- Hardware and Bolts Replacement



**POOL RECOAT**

- Thermoplastic Coating
- Fiberglass Repairs
- Lazy Rivers, Wave Pools, Catch Pools, etc.



## Safe Slide NACOM

*Specialty Coatings and Maintenance Services*  
 NACOM is a unique Safe Slide training program that combines multiple certifications into one score to identify the overall expertise of an individual or team.



### Terms & Conditions

**\*Fiberglass repair is defined as any damage that is an obvious threat to the guests, (i.e. a chip or gouge with a sharp edge). This is not to be confused with cosmetic repair, (i.e. a spider crack with no flaking or raised edge). This does not include any major repairs that require fiberglass cloth and resin lamination.**

**\*\* Because of the restrictions of our caulk being able to adhere to joints without the proper amount of surface area, we require that the seams are 3/16" wide to caulk them (If seams are too tight, the caulk will not adhere properly).**

### **Customer Expectations**

Safe Slide Restoration reserves the right to have adequate access to the project area in order to complete the project as efficiently as Safe Slide Restoration deems necessary. This may require, but is not limited to: working 12 hours per day and seven days per week. The facility is responsible for providing access to an adequate water source (5 gallons per minute), electrical power (multiple circuits will be needed), and restroom facilities for the duration of the job. In the event that the project involves any chip repairs or gel coat application, Safe Slide inspectors are capable of using color charts on-site to provide a close match to the existing Gel Coat. (This is not to be confused with the manufacturer's exact color matching). Our customers have the right to request a draw down, but requests must be made 45 days before the Safe Slide crew arrives on-site. Recaulking seams does not apply if the seam has been previously permanently fiberglassed. We strive towards the very best finish that can be achieved; however, some pinholes may be present. **Signature of this agreement is approval for use of photos and videos taken onsite to be used for marketing and documentation purposes.** This Agreement shall be construed and governed by the laws of the State of Missouri. The parties agree that in the event any action is brought to enforce any terms of this Agreement or for damages for breach of the Agreement, the venue for such cause of action shall be Madison County, Missouri Circuit Court.

### **Customer Responsibilities**

Safe Slide will provide draw down color options if requested 45 days prior to project start date. In the event that leaking seams are being addressed by Safe Slide Restoration, the customer is responsible for identifying and labeling seams on the interior and exterior of the slide (we recommend using a permanent marker in the ride path to label seams). The customer is responsible for identifying areas where lift is unable to operate. If a lift is required, Safe Slide is not responsible for any broken concrete, landscaping, etc. Safe Slide may require the removal of fencing to allow lift access to the water slide area if there isn't access through a gate opening. The customer is responsible for providing waste removal. The customer is required to provide access to restrooms to the Safe Slide crew for the duration of the project. A walk through of finished work and subsequent sign-off is required before Safe Slide's crew leaves the job site. Missing the post project walk through is equivalent to an approved sign off by the customer. Safe Slide Restoration will not be responsible for unscheduled return work in the case that the customer misses scheduled post project walk-through and subsequent sign-off. We recommend 20 test rides on your slide(s), with different body sizes and builds, if possible, before the season begins. We highly recommend daily documented dry inspections and test rides before operation with recorded indications/findings.

### **Possible Additional Charges (Fiberglass)**

If there are any previous interior or exterior coatings not specified in the above work scope, there will be an additional charge for interior or exterior failed coatings. The pricing above does not include the cost of state taxes, licenses, or permits if required. Slides may require a second coat of exterior paint (especially when using yellow and orange colors) to achieve the desired finish. In the event that a second coat of paint is required, there will be an additional charge of 50% of the original paint price. Yellow slides will require a prime coating on the interior before gel coat can be applied. A 2-3-point Tie-off system on top portion of closed flume slide may be needed if a lift is inaccessible. A cost of \$90 per panel will be assessed and tie offs will stay in place for customer use. An additional daily fee may be assessed if the project site is compromised due to negligence of customer or persons under the customer's control of said project site. If the customer does not show up and needs to postpone the post job walk through, there will be an additional charge for the delay. This will be determined by how long Safe Slide must stay on site in order to get the walk-through and sign-off which is required before our staff leaves the site. **The cost of a lift and/or scaffolding is not included in the above pricing.** If a lift and/or scaffolding is required, it will be the responsibility of the park to provide. **Due to the effects of rising materials and transportation costs, all prices are subject to change in accordance with these increases. We will continue our commitment to use quality products with your project, as always. Our team is working diligently to secure fair pricing in an ever-evolving market to curb any potential price increases. Thank you in advance for your continued partnership.**

### **Possible Additional Charges (Steel)**

If there are any previous coatings not specified in the above work scope, there will be an additional charge for failed coatings. The pricing above does not include the cost of state taxes, licenses, or permits if required. Crevice corrosion in areas that are not reachable or visibly seen may not be sandblasted or recoated. Structures may require a second coat of

paint to achieve the desired finish. In the event that a second coat of paint is required, there will be an additional charge of 50% of the original paint price. An additional daily fee may be assessed if the project site is compromised due to negligence of customer or persons under the customer's control of said project site. If the customer does not show up and needs to postpone the post job walk through, there will be an additional charge for the delay. This will be determined by how long Safe Slide must stay on site in order to get the walk-through and sign-off which is required before our staff leaves the site. **The cost of a lift and/or scaffolding is not included in the above pricing.** If a lift and/or scaffolding is required, it will be the responsibility of the park to provide. **Due to the effects of rising materials and transportation costs, all prices are subject to change in accordance with these increases. We will continue our commitment to use quality products with your project, as always. Our team is working diligently to secure fair pricing in an ever-evolving market to curb any potential price increases. Thank you in advance for your continued partnership.**

### *Lien Information (Regarding CA, FL, IL, MO, OH, TX)*

#### **Warranty Information**

##### **2 – year fiberglass paint Workmanship warranty:**

Our 2 – year workmanship warranty covers any delamination that occurs of the coating applied. This warranty **does not** cover fading, claims from extreme acts of nature, improper washing procedures, vandalism, improper maintenance with application of aggressive chemicals. This warranty period may become reduced or void if peeling occurs due to poor adhesion from the previous original or recoated substrate.

##### **1 – year steel paint workmanship warranty:**

Our 1 – year workmanship warranty covers any delamination that occurs of the coating applied. This warranty **does not** cover fading, claims from extreme acts of nature, improper washing procedures, vandalism, improper maintenance with application of aggressive chemicals. This warranty period may become reduced or void if peeling occurs due to poor adhesion from the previous original or recoated substrate.

##### **5 – year structural repair workmanship warranty:**

Our 5-year workmanship warranty covers delamination of fiberglass from original substrate. This warranty **does not** cover claims from extreme acts of nature, vandalism, or repair that overlaps a repair completed by a previous contractor.

##### **5 – year gel coat and paint workmanship warranty:**

Our 5 - year workmanship warranty is only valid if the facility chooses to participate in a yearly protection program with Safe Slide Restoration. If not, a standard 2 – year workmanship warranty will apply. Gel coat warranty covers delamination of applied gel coat only. This warranty **does not** cover damage from osmotic blistering, damage or deterioration of cosmetic surface finishes, including corrosion, cracking, chipping, crazing, discoloration, fading, oxidation of gel coat, or wet coring/substrates. This warranty does not cover substrates previously coated after the manufacturer's original coating, unless post-manufacturer coating is completely removed by Safe Slide prior to the application of the new coating. This warranty **does not** cover fading, claims from extreme acts of nature, improper washing procedures, vandalism, improper maintenance with application of aggressive chemicals. This warranty period may become reduced or void if peeling occurs due to poor adhesion from the previous original or recoated substrate. This warranty also does not cover any repairs that have been completed by a previous contractor.

**Safe Slide Restoration does not offer any warranty for caulking of seams.**

#### **Confidentiality Agreement**

**The information in this document is confidential to the person to whom it is addressed and should not be disclosed to any other person. It may not be reproduced in whole, or in part, nor may any of the information contained therein be disclosed without the prior written consent of the directors of Safe Slide Restoration.**

*FOURTH ORDER OF BUSINESS*

*C.*

# **PUBLIC FACILITIES REPORT**

Prepared for:

## **PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT**

November 26, 2024

Prepared by:

Matthews | DCCM  
7 Waldo Street  
St. Augustine, FL 32084  
(904) 826-1334



# PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT PUBLIC FACILITIES REPORT

## TABLE OF CONTENTS

<b>PUBLIC FACILITIES REPORT</b>	<u>Page</u>
1. PURPOSE AND SCOPE	1
2. INTRODUCTION	1
3. EXISTING PUBLIC FACILITIES	2
a. Potable Water and Sanitary Sewer	
b. Electricity Infrastructure	
c. Stormwater Management System	
d. Transportation Facilities	
e. Community Elements	
f. Recreational Facilities	
g. Open Space and Conservation Areas	
4. PROPOSED ADDITION, IMPROVEMENT, EXPANSION OR REPLACEMENT OF PUBLIC FACILITIES	4
a. Stormwater Management System	
b. Transportation Facilities	
c. Community Elements	
d. Recreational Facilities	
e. Open Space and Conservation Areas	
<b>EXHIBITS</b>	
A. DISTRICT MAP	5

## **PURPOSE AND SCOPE**

This report is being prepared at the request of the Pine Ridge Plantation Community Development District (CDD) to comply with the requirements of 189.08, Florida Statutes, regarding the Special District Public Facilities Report. It is the intention of this report to provide general descriptions of public facilities owned, operated, or maintained by the District, or public facilities owned, operated, or maintained by another entity through a lease or other agreement with the District. In addition, the report will provide general descriptions of any ongoing or planned public facility additions, improvements and expansion programs within the next seven (7) years.

## **INTRODUCTION**

The Pine Ridge Plantation Community Development District (the "District") is a local unit of special purpose government established in 2006 pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District. The District covers ± 419 acres of land within the City of Middleburg, Clay County, Florida (the "Development").

The Development, located within the Branan Field Planned Unit Development (PUD), consists of 736 single-family dwelling units as well as open space and recreational facilities.

The District boundaries are shown on Exhibit A. The general description of the boundaries are as follows:

- The northern boundary is generally the Two Creek subdivision and large lot, rural residential development;
- The eastern boundary is undeveloped land with Branan Field PUD and the First Coast Expressway/State Road 13;
- The southern boundary is Tynes Elementary and rural residential development; and
- The western boundary is large lot, rural residential development.

The public facilities infrastructure within the District, as outlined herein, are necessary for the function of the District and provide a direct and special benefit to the lands within the Development. The public facilities infrastructure located within the District include:

- Potable Water and Sanitary Sewer;
- Electricity Infrastructure;
- Stormwater Management System;
- Transportation Facilities;
- Community Elements;
- Recreational Facilities;
- Future School Site; and
- Open Space and Conservation Areas.

## **EXISTING PUBLIC FACILITIES**

### **Potable Water and Sanitary Sewer**

The Development is currently supplied potable water from the Clay County Utility Authority (CCUA). The potable water provided is for consumption and fire protection. Generally, the water mains are located within easements adjacent to and parallel with the rights-of-way. The water system is complete and has been transferred to the CCUA. Water treatment and supply plants are maintained offsite by the CCUA.

The sanitary sewer discharge is collected by the CCUA. The sanitary collection system consists of gravity mains and manholes that collect the sewage and transport it to one of the existing lift stations. Generally, the sanitary mains are located within easements adjacent to and parallel with the rights-of-way. The sanitary system is complete and has been transferred to the CCUA. Sanitary sewer treatment plants are maintained off-site by CCUA.

Infrastructure dedicated to CCUA is located on the tracts listed below:

- Tracts SSS, TTT and VVV, *Pine Ridge Plantation*, Plat Book 52 Page 20-43

### **Electricity Infrastructure**

The Development is currently supplied electricity from the Clay Electric Co-Operative, Inc. (CEC). Generally, the power lines are located within easements adjacent to and parallel with the rights-of-way. The electricity infrastructure is complete and has been transferred to the CEC for the entire Development. Power supply plants are maintained offsite by CEC.

### **Stormwater Management System**

The District owns and maintains the stormwater management system for the District. The system is composed of various conveyance pipes, approximately thirteen (13) retention ponds, and control structures spread throughout the District. The stormwater management facilities serving the District were designed and constructed to provide full capacity to serve the build out of the project. The system is operating at full capacity.

Retention ponds are located on the tracts listed below.

1. Tracts A, B, C, D, E, F, G, H, I, J and K, *Pine Ridge Plantation*, Plat Book 52 Page 20-43
2. Tracts A and B, *Pine Ridge Plantation West*, Plat Book 53 Page 34-43

### **Transportation Facilities**

Roadways, including sidewalks, within the Development have been constructed and dedicated to Clay County for maintenance and operation.

The District owns and maintain parking areas for the Amenity Center and pedestrian walkways on the tracts listed below:

- Tracts WWW, XXX, YYY, ZZZ, A-1 and A-2, *Pine Ridge Plantation*, Plat Book 52 Page 20-43

### **Community Elements**

The District owns and maintains community elements such as signage, landscaping, irrigation, and fencing throughout the Development.

Signage is composed of entry monuments at Tynes Boulevard and Pine Ridge Parkway, wood pergolas, message board, and flag poles. Vinyl fencing located in common areas throughout the District at recreation facilities, parks and athletic fields/courts as well as mailbox kiosks located on Tract C, *Pine Ridge Plantation West*, Plat Book 53 Page 34-43 are owned and maintained by the District.

Landscaping and irrigation are located at the community entrance, common areas and center medians of roadways throughout the entire Development. The irrigation system consisting of a wet tap of an existing CCUA potable waterline, 1.5" meters and various piping & spray heads is fully constructed and can operate at full capacity when necessary.

### **Recreational Facilities**

The District owns, operates and maintains the 11-acre Amenity Center located on the northwest corner of Tynes Boulevard and Pine Ridge Parkway, Parcel ID: 008069-015-18. The Amenity Center facility is fully constructed and can operate at full capacity.

The basic components of the Amenity Center facilities include:

- Clubhouse with outdoor veranda and fitness center
- Swimming pool with slide tower and related decking and furniture
- Sports fields
- Playground area
- Walking trails

The District also owns and maintains two (2) neighborhood parks which include playgrounds equipment on the tracts listed below:

- Tract DDD and LLL, *Pine Ridge Plantation*, Plat Book 52 Page 20-43

The District also owns and maintains passive recreation areas on the tracts listed below:

- Tract HH, *PINE RIDGE PLANTATION*, Plat Book 52 Page 20-43 (Buggy Whip Trail)
- Tracts XX, YY, ZZ, AAA, BBB, CCC, DDD, EEE, FFF, GGG, HHH, III, JJJ, LLL, NNN, OOO, PPP, QQQ and RRR, *Pine Ridge Plantation*, Plat Book 52 Page 20-43
- Tract EE, *Pine Ridge Plantation Replat*, Plat Book 54 Page 44-45
- Tracts C, D, E, F, G, H, I, J and P, *Pine Ridge Plantation West*, Plat Book 53 Page 34-43

### **Open Space and Conservation Areas**

The District owns and maintains open space and conservation land on the tracts listed below:

- Tracts L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, BB, CC, DD, FF, GG, HH, II, JJ, KK, LL, MM, NN, OO, PP, QQ, RR, SS, TT, UU, VV, WW, UUU, A-3 and A-4, *Pine Ridge Plantation*, Plat Book 52 Page 20-43
- Tracts K, L, M, N and O, *Pine Ridge Plantation West*, Plat Book 53 Page 34-43

## **PROPOSED ADDITION, IMPROVEMENT, EXPANSION OR REPLACEMENT OF PUBLIC FACILITIES**

The District has the following additions, improvements and expansions planned for the public facilities they maintain within the Development over the next seven (7) years.

### **Stormwater Management System**

The District does not have any additions, improvements or expansions planned for the stormwater management system within the next seven (7) years.

### **Transportation Facilities**

The District does not have any additions, improvements or expansions planned for the transportation facilities within the next seven (7) years.

### **Community Elements**

The District has the following improvements planned to the community elements within the next seven (7) years:

- Monument signage refurbishment in Fiscal Year (FY) 2025

### **Recreational Facilities**

The District has the following improvements planned to the recreational facilities within the next seven (7) years:

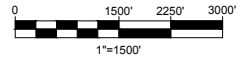
- Pool filtration equipment partial replacement in FY 2025-2031
- Pool and patio furniture partial replacement in FY 2025-2031
- Fitness equipment partial replacement in FY 2025-2031
- Pool resurfacing in FY 2026
- Outdoor kitchen cabinet and countertop replacement in FY 2027
- Access control panel replacement in FY 2027
- Splash pad equipment replacement in FY 2027
- Playground equipment replacement in FY 2027
- Fire alarm panel replacement in FY 2029
- Office furniture replacement in FY 2029
- Pool slide stairs painting in FY 2030
- Color coat resurfacing for sport courts in FY 2030
- HVAC partial replacement in FY 2031

### **Open Space and Conservation Areas**

The District does not have any additions, improvements, expansions or replacements planned for the open space and conservation areas within the next seven (7) years.

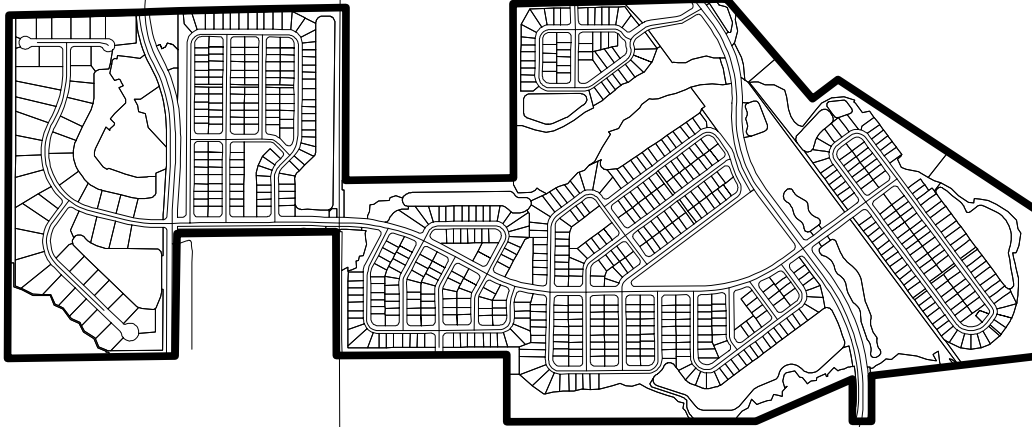


GRAPHIC SCALE



TYNES BOULEVARD

TRAIL RIDGE BOULEVARD



OLD JENNINGS ROAD

DISTRICT MAP

PINE RIDGE PLANTATION CDD  
MIDDLEBURG, FL 32068

PREPARED FOR  
GOVERNMENTAL MANAGEMENT SERVICES, LLC

DWG No.	EXHIBIT A
DWG BY:	ZBE
DATE:	11/26/2024
JOB No.:	23277



P.O. BOX 3126, 7 WALDO STREET  
ST. AUGUSTINE, FL 32084  
PHONE: 904.826.1334 • FAX: 904.826.4547  
INFO@MDGINC.COM

*D.*

2.



**Pine Ridge Plantation Community Development District**

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: January 21, 2025  
To: Pine Ridge Plantation CDD, Board of Supervisors  
From: Maria Cranford, Amenity Manager & Operations Manager  
Re: Monthly Facility Memorandum

**Completed Items:**

- Fitness Pro will be performing the quarterly preventative maintenance of the fitness equipment on January 24<sup>th</sup> at 9 a.m.
- One of the treadmills needs a new tread/belt as the current one has a bubble that will eventually rip (Fitness Pro has already been notified)
- RMS staff painted the large Pine Ridge sign located near the pond along Tynes Blvd after repairs were made to the decorative ledge
- RMS staff steamed and upholstery scrubbed the stackable chairs in the clubhouse to refresh for the new year
- RMS staff removed various graffiti from different areas of the playground on January 9<sup>th</sup>
- Pye-Barker Fire Safety performed the annual inspection and test of our fire system on December 19<sup>th</sup>
- Bike rack paint was touched up
- RMS staff used the on-site pressure washer to clean the exterior building and windows
- RMS staff removed all Christmas lights and décor. Everything has been neatly packed away and stored
- After numerous work order requests with Clay County Public Works, I was finally able to get them to come out and remove a vast majority of the dirt that had built up in the curb, at the intersection of Pine Ridge Pkwy and Buggy Whip

- Additional drywall repair and painting has been completed in the clubhouse
- Parts were purchased and RMS staff installed to make repairs to one of the outdoor pool side water fountains

### **In Progress Items:**

- T&M Electric has been on site since 1/6/25 working on the install of the light poles around the courts
- Awaiting delivery of a larger dumpster for the amenity center to help avoid overflow fees due to increased facility use
- RMS staff has begun touching up chipped paint on the outdoor pool patio furniture to get it refreshed for the start of spring

### **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.
- RMS staff is performing trash clean-up of the main roadways on Monday and Wednesdays and emptying all dog waste receptacles

### **Amenity Manager:**

- Number of rentals booked for November and December = 13
- Number of rentals tentatively scheduled for January and February = 11
- Frozen Sweets truck was at the amenity center on November 17<sup>th</sup> from 2 to 5 p.m. and again on December 14<sup>th</sup> for the Christmas event from 5 to 8 p.m.
- Brochachos Fusion Tacos was at the amenity center on January 8<sup>th</sup> from 5 to 7:30 p.m.
- Filipin Go is scheduled to be at the amenity center on January 24<sup>th</sup>, March 26<sup>th</sup> and again on May 28<sup>th</sup>

- Community Christmas event was held on December 14<sup>th</sup>. Featured Santa, the Grinch, horse-drawn hayrides, reindeer cocos and various treats, along with numerous areas for families to take festive photos
- Community yard is being planned for the first weekend in February
- Planning has begun for the community Easter event. Just waiting on confirmation of availability with one of the vendors to secure the date.
- Advertising for the 2025 lifeguard season has begun
- Small group of residents continue to utilize the clubhouse on Tuesday afternoons for game day
- Pine Ridge HOA continues to hold their monthly HOA meetings in the clubhouse the second Tuesday of each month. Next scheduled meeting is February 13<sup>th</sup> at 7 p.m.
- Pine Ridge West HOA will be holding their HOA meetings in the clubhouse the second Tuesday of every other month. Next scheduled meeting is January 14<sup>th</sup> at 6 p.m.

*SIXTH ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
PINE RIDGE PLANTATION  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, November 19, 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	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 <i>by phone</i>	GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

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

Ms. Giles noted there were no members of the public present.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

Ms. Giles stated that during general elections, three Supervisors ran unopposed. She noted that they would administer the oath of office to Mr. Biagetti, Mr. Montoya, and Mr. Nazario.

Ms. Giles reminded the Board members that they are government officials in Florida and are subject to compliance with the Sunshine Law. For any business discussion about the Pine Ridge Plantation CDD, she stated the supervisors could only speak in public meetings and are subject to Florida’s public records law meeting. Any document acquired about the District is subject to public records request. Ms. Giles added that they should email her through segregated email if they had those requests. It was suggested that any questions regarding public records documentation from the individual supervisor go through the manager.

**B. Election of Officers, Resolution 2025-01**

Ms. Giles stated that in the current designation of officers, Mr. Biagetti is the Chairman, Mr. Lewis is the Vice Chairman, Mr. Montoya, Mr. Ritchie, and Mr. Nazario are Assistant Secretaries, and she is the Secretary and Treasurer. She added that Mr. Laughlin, Mr. Oliver, and Mr. Mossing are Assistant Secretaries and Assistant Treasurers who could fill in or sign documents in her absence.

On MOTION by Mr. Nazario seconded by Mr. Ritchie, all in favor, Election of Officers, Resolution 2025-01, was approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposal from Matthews for Public Facility Report**

Ms. Giles stated that there is a requirement that Special Districts prepare public facilities reports every seven years. She added that the last one was December 28, 2017 and it was time to do another report. The report describes the existing facilities and outlines improvements or expansions. The proposal is for \$3,500.

On MOTION by Mr. Biagetti seconded by Mr. Nazario, with all in favor, the Proposal from Matthews for Public Facility Report, was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Haber reminded all Board members to complete their training. He added that no formal registration or certificate is needed. Board members will need to listen and fill out the form. He said he was happy to answer any questions.

**B. District Manager**

Ms. Giles stated there was nothing to report. She offered to assist anyone who needed help with the ethics training.

**C. Engineer**

Mr. Sariano stated they were still getting deliveries of lights. He noted that he had a growing pile of bell lights. He said he didn't like poles being visible to passersby. Mr. Soriano said they had received just about everything except for the two floors. He added that the cost should not exceed \$110,000 that the follow-up laborer and electrician pictures should be included.

**D. Amenity & Operations Manager**

**1. Landscape Quality Inspection Report**

Ms. Cranford presented the Landscape Quality Inspection Report on page 18. She noted they have a wasp infestation and added that Turner Pest Control is expected to treat it. Ms. Cranford stated that the water's chemical overspray affected the sod along the pool edge.

Ms. Cranford added that they were transitioning into Christmas time. She said they had started decorating and working on activities for the kids. She noted that the event will be on Saturday, December 14, 2024. Ms. Cranford said they will be doing the Grinch again. And they have new, festive backdrops for photos.

Ms. Cranford was asked if there had been any issues with the tennis and basketball courts. She said the usual amount of trash was left behind. She noted that it would be good when they got the light poles with security cameras installed. Ms. Cranford added that they had received another overflow fee with the increased amount of trash. She said they were able to switch to larger dumpsters. She said they would be getting six.



**2. Report**

Mr. Soriano had nothing to report.

**SIXTH ORDER OF BUSINESS**

**Public Comments/Supervisor’s Requests**

Mr. Nazario stated that a resident indicated that the basketball goal is unstable. It was noted that the goal had already been discussed and that plans were in place to fix it.

Ms. Giles asked about the timeline for when all the equipment will be in. Mr. Soriano stated that he was working with the contractor on the timeline and noted that they would discuss it in the meeting.

**SEVENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the September 17, 2024, Meeting**

Ms. Giles presented the minutes from the September 17, 2024, meeting. She stated she was looking for a motion to approve.

On MOTION by Mr. Montoya, seconded by Mr. Lewis, with all in favor, the Minutes of the September 17, 2024, Meeting were approved.

**B. Balance Sheet and Income Statement of Revenues & Expenditures for the Period Ending September 30, 2024**

Ms. Giles stated that the balance sheet and statement of revenues ending September 30, 2024, were on page 34 of the agenda package.

**C. Assessment Receipts Schedule**

Ms. Giles noted the Assessment Receipts Schedule for Fiscal Year 2024 showed 100% collected.

**D. Approval of Check Register**

Ms. Giles presented the check registers for August and September, totaling \$140,022.86. She added that August was a normal amount of around \$50,000.00. September included the Egis Insurance payment of \$36,000.00. Ms. Giles indicated no unusual variances. She asked for questions or comments.

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

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 01/21/25 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center**

Ms. Giles stated the next meeting is scheduled for January 21, 2025, at 6:00 p.m. at the same location.

**NINTH 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***  
***November 30, 2024***



# Table of Contents

1	<hr/>	Balance Sheet
2-3	<hr/>	General Fund
4	<hr/>	Capital Reserve Fund
5	<hr/>	Debt Service Fund Series 2020
6-7	<hr/>	Month to Month
8	<hr/>	Long Term Debt Report
9	<hr/>	Assessment Receipt Schedule
10	<hr/>	Check Register Summary

**Pine Ridge Plantation**  
**Community Development District**  
**Combined Balance Sheet**  
**November 30, 2024**

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account - Hancock	\$ 36,739	\$ 65,016	\$ -	\$ -	\$ 101,755
Assessments Receivable	-	-	-	-	-
Due from Other	-	-	-	-	-
Due from General Fund	-	-	-	-	-
<b>Investments:</b>					
State Board of Administration (SBA)	226,996	685,845	-	-	912,841
Custody US Bank Account	55,155	-	-	-	55,155
<b>Series 2020</b>					
Reserve A1	-	-	173,593	-	173,593
Reserve A2	-	-	114,609	-	114,609
Revenue	-	-	126,042	-	126,042
Construction	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Deposits	-	-	-	-	-
<b>Total Assets</b>	<b>\$ 318,890</b>	<b>\$ 750,861</b>	<b>\$ 414,244</b>	<b>\$ -</b>	<b>\$ 1,483,995</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 11,594	150	\$ -	\$ -	\$ 11,744
Accrued Expenses	4,559	-	-	-	4,559
Due to Debt Service	-	-	-	-	-
Due to Others	-	-	-	-	-
<b>Total Liabilities</b>	<b>\$ 16,154</b>	<b>\$ 150</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,304</b>
<b>Fund Balance:</b>					
Restricted for:					
Debt Service	\$ -	\$ -	\$ 414,244	\$ -	\$ 414,244
Capital Project	-	-	-	-	-
Assigned for:					
Capital Reserve Fund	-	750,711	-	-	750,711
Capital Reserves	-	-	-	-	-
Unassigned	302,736	-	-	-	302,736
<b>Total Fund Balances</b>	<b>\$ 302,736</b>	<b>\$ 750,711</b>	<b>\$ 414,244</b>	<b>\$ -</b>	<b>\$ 1,467,691</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 318,890</b>	<b>\$ 750,861</b>	<b>\$ 414,244</b>	<b>\$ -</b>	<b>\$ 1,483,995</b>

# Pine Ridge Plantation

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/24	Thru 11/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 750,976	\$ 27,951	\$ 27,951	\$ -
Misc./Facility Rental Income	5,000	833	1,050	217
Interest Income	12,500	2,083	2,089	5
<b>Total Revenues</b>	<b>\$ 768,476</b>	<b>\$ 30,868</b>	<b>\$ 31,090</b>	<b>\$ 222</b>

**Expenditures:**

**General & Administrative:**

Supervisor Fees	\$ 8,000	\$ 1,000	\$ 1,000	\$ -
PR-FICA	612	77	77	-
Engineering	3,000	500	3,198	(2,698)
Attorney	20,000	3,333	-	3,333
Annual Audit	3,175	-	-	-
Assessment Administration	5,911	5,911	5,911	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	5,565	928	928	-
Trustee Fees	4,100	4,100	4,041	59
Management Fees	54,866	9,144	9,144	-
Information Technology	1,696	283	283	-
Website Maintenance	1,272	212	212	-
Telephone	500	83	15	68
Postage & Delivery	1,000	167	113	53
General Liability and Public Officials Insurance	10,146	10,146	9,868	278
Printing & Binding	1,500	250	57	193
Legal Advertising	1,500	250	-	250
Other Current Charges	600	100	109	(9)
Office Supplies	300	50	1	49
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 124,517</b>	<b>\$ 36,708</b>	<b>\$ 35,131</b>	<b>\$ 1,578</b>

**Operations & Maintenance**

**Grounds Maintenance**

Landscape Maintenance	\$ 161,948	\$ 26,991	\$ 26,991	\$ (0)
Lake Maintenance	14,830	2,472	1,750	722
Electric	3,000	500	366	134
Water	26,000	4,333	4,317	17
Repairs And Maintenance	22,000	3,667	6,645	(2,979)
Irrigation Repairs	4,000	667	-	667
Contingencies	4,451	742	-	742
<b>Subtotal Grounds Maintenance</b>	<b>\$ 236,229</b>	<b>\$ 39,371</b>	<b>\$ 40,069</b>	<b>\$ (698)</b>

# Pine Ridge Plantation

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/24	Thru 11/30/24	Variance
<b>Amenity Center</b>				
Property Insurance	\$ 27,728	\$ 27,728	\$ 26,532	\$ 1,196
General Facility Maintenance	24,200	4,033	3,916	117
Repairs & Replacements	24,200	4,033	5,240	(1,207)
Recreational Passes	500	83	-	83
Office Supplies	500	83	161	(77)
Permit Fees	780	130	-	130
Contingency	1,000	167	-	167
Special Events	15,000	2,500	1,880	620
Security	18,646	3,108	1,429	1,678
<b>Utilities</b>				
Water & Sewer	5,400	900	708	192
Electric	25,000	4,167	3,504	663
Cable/Phone/Internet	5,900	983	1,100	(117)
Refuse Service	11,040	1,840	1,834	6
<b>Management Contracts</b>				
Amenity Management	71,472	11,912	11,912	(0)
Facility Assistant	14,000	2,333	-	2,333
Field Management Services	27,168	4,528	4,528	(0)
Lifeguards	20,511	3,419	-	3,419
Pool Maintenance	16,500	2,750	2,750	-
Pool Chemicals	22,333	3,722	3,286	436
Janitorial	10,080	1,680	1,680	-
Janitorial Supplies	5,000	833	482	351
<b>Subtotal Amenity Center</b>	<b>\$ 346,957</b>	<b>\$ 80,933</b>	<b>\$ 70,942</b>	<b>\$ 9,991</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 583,186</b>	<b>\$ 120,304</b>	<b>\$ 111,011</b>	<b>\$ 9,293</b>
<b>Total Expenditures</b>	<b>\$ 707,703</b>	<b>\$ 157,013</b>	<b>\$ 146,142</b>	<b>\$ 10,871</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 60,773</b>	<b>\$ (126,145)</b>	<b>\$ (115,052)</b>	<b>\$ 11,093</b>
<b><i>Other Financing Sources/(Uses):</i></b>				
Capital Reserve Transfer In/(Out)	\$ (83,529)	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (83,529)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (22,756)</b>	<b>\$ (126,145)</b>	<b>\$ (115,052)</b>	<b>\$ 11,093</b>
<b>Fund Balance - Beginning</b>	<b>\$ 22,756</b>		<b>\$ 417,788</b>	
<b>Fund Balance - Ending</b>	<b>\$ (0)</b>		<b>\$ 302,736</b>	



# Pine Ridge Plantation

## Community Development District

### Capital Reserve Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/24	Thru 11/30/24	Variance
<b>Revenues</b>				
Interest	\$ 3,353	\$ 559	\$ 5,644	\$ 5,085
<b>Total Revenues</b>	<b>\$ 3,353</b>	<b>\$ 559</b>	<b>\$ 5,644</b>	<b>\$ 5,085</b>
<b>Expenditures:</b>				
Capital Outlay	\$ 50,000	\$ 7,425	\$ 7,425	\$ -
Repairs and Maintenance	22,380	-	-	-
Other Service Charges	500	83	76	7
<b>Total Expenditures</b>	<b>\$ 72,880</b>	<b>\$ 7,508</b>	<b>\$ 7,501</b>	<b>\$ 7</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (69,527)</b>	<b>\$ (6,950)</b>	<b>\$ (1,857)</b>	<b>\$ 5,078</b>
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ 83,529	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 83,529</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 14,002</b>		<b>\$ (1,857)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 657,746</b>		<b>\$ 752,568</b>	
<b>Fund Balance - Ending</b>	<b>\$ 671,748</b>		<b>\$ 750,711</b>	

# Pine Ridge Plantation

## Community Development District

### Debt Service Fund Series 2020

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/24	Thru 11/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 926,572	\$ 34,488	\$ 34,488	\$ -
Interest Income	20,000	3,333	3,771	438
<b>Total Revenues</b>	<b>\$ 946,572</b>	<b>\$ 37,821</b>	<b>\$ 38,259</b>	<b>\$ 438</b>
<b>Expenditures:</b>				
<b>Series 2020 A1</b>				
Interest Expense - 11/1	\$ 92,024	\$ 92,024	\$ 92,024	\$ -
Interest Expense - 5/1	92,024	-	-	-
Principal Expense - 5/1	510,000	-	-	-
<b>Series 2020 A2</b>				
Interest Expense - 11/1	41,256	41,256	41,256	-
Interest Expense - 5/1	41,256	-	-	-
Principal Expense - 5/1	145,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 921,561</b>	<b>\$ 133,281</b>	<b>\$ 133,281</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 25,010</b>	<b>\$ (95,460)</b>	<b>\$ (95,022)</b>	<b>\$ 438</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 25,010</b>	<b>\$ (95,460)</b>	<b>\$ (95,022)</b>	<b>\$ 438</b>
<b>Fund Balance - Beginning</b>	<b>\$ 221,031</b>		<b>\$ 509,266</b>	
<b>Fund Balance - Ending</b>	<b>\$ 246,042</b>		<b>\$ 414,244</b>	

**Pine Ridge Plantation**  
**Community Development District**  
**Month to Month**

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>														
Special Assessments - Tax Roll	\$ 750,976	\$ -	\$ 27,951	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	27,951
Misc./Facility Rental Income	5,000	-	1,050	-	-	-	-	-	-	-	-	-	-	1,050
Interest Income	12,500	1,075	1,014	-	-	-	-	-	-	-	-	-	-	2,089
<b>Total Revenues</b>	<b>\$ 768,476</b>	<b>\$ 1,075</b>	<b>\$ 30,015</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,090</b>
<b>Expenditures:</b>														
<b>General &amp; Administrative:</b>														
Supervisor Fees	\$ 8,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,000
PR-FICA	612	-	77	-	-	-	-	-	-	-	-	-	-	77
Engineering	3,000	1,529	1,668	-	-	-	-	-	-	-	-	-	-	3,198
Attorney	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Annual Audit	3,175	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,911	5,911	-	-	-	-	-	-	-	-	-	-	-	5,911
Arbitrage Rebate	600	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	5,565	464	464	-	-	-	-	-	-	-	-	-	-	928
Trustee Fees	4,100	4,041	-	-	-	-	-	-	-	-	-	-	-	4,041
Management Fees	54,866	4,572	4,572	-	-	-	-	-	-	-	-	-	-	9,144
Information Technology	1,696	141	141	-	-	-	-	-	-	-	-	-	-	283
Website Maintenance	1,272	106	106	-	-	-	-	-	-	-	-	-	-	212
Telephone	500	-	15	-	-	-	-	-	-	-	-	-	-	15
Postage & Delivery	1,000	76	37	-	-	-	-	-	-	-	-	-	-	113
General Liability and Public Officials Insurance	10,146	9,868	-	-	-	-	-	-	-	-	-	-	-	9,868
Printing & Binding	1,500	56	1	-	-	-	-	-	-	-	-	-	-	57
Legal Advertising	1,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Current Charges	600	62	47	-	-	-	-	-	-	-	-	-	-	109
Office Supplies	300	0	0	-	-	-	-	-	-	-	-	-	-	1
Dues, Licenses & Subscriptions	175	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 124,517</b>	<b>\$ 27,002</b>	<b>\$ 8,129</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,131</b>

**Pine Ridge Plantation**  
Community Development District  
Month to Month

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Operations &amp; Maintenance</b>														
<b>Grounds Maintenance</b>														
Landscape Maintenance	\$ 161,948	\$ 13,496	\$ 13,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26,991
Lake Maintenance	14,830	875	875	-	-	-	-	-	-	-	-	-	-	1,750
Electric	3,000	179	187	-	-	-	-	-	-	-	-	-	-	366
Water	26,000	1,832	2,484	-	-	-	-	-	-	-	-	-	-	4,317
Repairs And Maintenance	22,000	5,695	950	-	-	-	-	-	-	-	-	-	-	6,645
Irrigation Repairs	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingencies	4,451	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal Grounds Maintenance</b>	<b>\$ 236,229</b>	<b>\$ 22,077</b>	<b>\$ 17,992</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>40,069</b>
<b>Amenity Center</b>														
Property Insurance	\$ 27,728	\$ 26,532	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26,532
General Facility Maintenance	24,200	1,543	2,374	-	-	-	-	-	-	-	-	-	-	3,916
Repairs & Replacements	24,200	3,687	1,553	-	-	-	-	-	-	-	-	-	-	5,240
Recreational Passes	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	500	-	161	-	-	-	-	-	-	-	-	-	-	161
Permit Fees	780	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	15,000	1,880	-	-	-	-	-	-	-	-	-	-	-	1,880
Security	18,646	487	942	-	-	-	-	-	-	-	-	-	-	1,429
<b>Utilities</b>														
Water & Sewer	5,400	345	362	-	-	-	-	-	-	-	-	-	-	708
Electric	25,000	1,978	1,526	-	-	-	-	-	-	-	-	-	-	3,504
Cable/Phone/Internet	5,900	550	550	-	-	-	-	-	-	-	-	-	-	1,100
Refuse Service	11,040	917	917	-	-	-	-	-	-	-	-	-	-	1,834
<b>Management Contracts</b>														
Amenity Management	71,472	5,956	5,956	-	-	-	-	-	-	-	-	-	-	11,912
Facility Assistant	14,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Management Services	27,168	2,264	2,264	-	-	-	-	-	-	-	-	-	-	4,528
Lifeguards	20,511	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Maintenance	16,500	1,375	1,375	-	-	-	-	-	-	-	-	-	-	2,750
Pool Chemicals	22,333	1,694	1,593	-	-	-	-	-	-	-	-	-	-	3,286
Janitorial	10,080	840	840	-	-	-	-	-	-	-	-	-	-	1,680
Janitorial Supplies	5,000	249	233	-	-	-	-	-	-	-	-	-	-	482
<b>Subtotal Amenity Center</b>	<b>\$ 346,957</b>	<b>\$ 50,297</b>	<b>\$ 20,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>70,942</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 583,186</b>	<b>\$ 72,374</b>	<b>\$ 38,637</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>111,011</b>
<b>Total Expenditures</b>	<b>\$ 707,703</b>	<b>\$ 99,376</b>	<b>\$ 46,766</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>146,142</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 60,773</b>	<b>\$ (98,301)</b>	<b>\$ (16,751)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(115,052)</b>
<b>Other Financing Sources/Uses:</b>														
Transfer In/(Out)	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total Other Financing Sources/Uses</b>	<b>\$ (83,529)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ (22,756)</b>	<b>\$ (98,301)</b>	<b>\$ (16,751)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(115,052)</b>

**Pine Ridge Plantation**  
**Community Development District**  
**Long Term Debt Report**

**Series 2020A1 Capital Improvement Revenue Refunding Bond**

Interest Rate:	2.00% - 3.00%	
Maturity Date:	5/1/2037	
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)
Less: May 1, 2024 (Mandatory)		(\$500,000)
<b>Current Bonds Outstanding</b>		<b>\$7,620,000</b>

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

**Series 2020A2 Capital Improvement Revenue Refunding Bond**

Interest Rate:	2.75% - 3.75%	
Maturity Date:	5/1/2037	
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)
Less: May 1, 2024 (Mandatory)		(\$140,000)
<b>Current Bonds Outstanding</b>		<b>\$2,335,000</b>
<b>Total Bonds Outstanding</b>		<b>\$9,955,000</b>

**Pine Ridge Plantation**  
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025  
**Check Register**

Date	check #'s	Amount
<b>General Fund</b>		
10/1/2024 - 10/31/2024	3457-3478	\$ 53,517.02
11/1/2024 - 11/30/2024	3479-3489	41,568.49
		\$ 95,085.51
<b>Capital Reserve</b>		
11/1/2024 - 11/30/2024	74	\$ 7,275.00
		\$ 7,275.00
<b>Utilities and Autopayments</b>		
10/22/24	Waste Management	\$ 916.97
10/17/24	SafeTouch	87.10
10/22/24	FL Commerce	175.00
10/25/24	Comcast	549.99
10/31/24	Clay Electric	2,157.00
10/28/24	CCUA	2,177.52
11/15/24	Waste Management	916.97
11/19/24	SafeTouch	87.10
11/25/24	Comcast	549.99
11/25/24	IRS FICA Payment	153.00
		\$ 7,770.64
<b>TOTAL</b>		<b>\$110,131.15</b>

\*Fedex invoices will be available upon request.

*C.*

**Pine Ridge Plantation**  
**Community Development District**  
**FISCAL YEAR 2025 SUMMARY OF ASSESSMENTS**

ASSESSED	#UNITS ASSESSED	SERIES 2020A DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL	737	926,571.52	750,952.74	1,677,524.26
<b>TOTAL ASSESSED NET</b>	<b>737</b>	<b>926,571.52</b>	<b>750,952.74</b>	<b>1,677,524.26</b>

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	69,221.47	888,337.41	719,965.38	1,608,302.79
<b>TOTAL RECEIPTS</b>	<b>69,221.47</b>	<b>888,337.41</b>	<b>719,965.38</b>	<b>1,608,302.79</b>

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2006 DEBT RECEIVED	O&M RECEIPTS	TOTAL
1	11/7/2024	1,539.02	1,247.32	2,786.34
2	11/13/2024	8,710.59	7,059.61	15,770.20
3	11/26/2024	24,238.08	19,644.08	43,882.16
4	12/6/2024	837,608.15	678,851.15	1,516,459.30
5	12/19/2024	16,241.58	13,163.21	29,404.79
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL FY24 TAX ROLL RECEIPTS</b>		<b>888,337.41</b>	<b>719,965.38</b>	<b>1,608,302.79</b>

<b>% TAX ROLL COLLECTED</b>	<b>95.87%</b>	<b>95.87%</b>	<b>95.87%</b>
<b>TOTAL COLLECTED</b>	<b>95.87%</b>	<b>95.87%</b>	<b>95.87%</b>



*D.*

**Pine Ridge Plantation**  
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025  
**Check Register**

Date	check #'s	Amount
<b>General Fund</b>		
10/1/2024 - 10/31/2024	3457-3478	\$ 53,517.02
11/1/2024 - 11/30/2024	3479-3489	41,568.49
		\$ 95,085.51
<b>Capital Reserve</b>		
11/1/2024 - 11/30/2024	74	\$ 7,275.00
		\$ 7,275.00
<b>Utilities and Autopayments</b>		
10/22/24	Waste Management	\$ 916.97
10/17/24	SafeTouch	87.10
10/22/24	FL Commerce	175.00
10/25/24	Comcast	549.99
10/31/24	Clay Electric	2,157.00
10/28/24	CCUA	2,177.52
11/15/24	Waste Management	916.97
11/19/24	SafeTouch	87.10
11/25/24	Comcast	549.99
11/25/24	IRS FICA Payment	153.00
		\$ 7,770.64
<b>TOTAL</b>		<b>\$110,131.15</b>

\*Fedex invoices will be available upon request.

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
10/03/24	00107	9/16/24	468	202409 330-57200-34500	AUG EMPLOYMENT FEE	*	60.00		
		9/16/24	468	202409 330-57200-34500	AUG SCHEDULING FEE	*	35.00		
								95.00	003457
10/03/24	00003	9/15/24	261	202410 310-51300-31400	FY25 ASSESSMENT ROLL CERT	*	5,911.00		
								5,911.00	003458
10/03/24	00185	9/23/24	3453263	202407 310-51300-31500	JULY GENERAL COUNSEL	*	747.00		
		9/23/24	3453263	202406 310-51300-31500	JUNE GENERAL COUNSEL	*	50.00		
								797.00	003459
10/03/24	00106	9/30/24	09302024	202409 330-57200-34500	SECURITY: SEP 6,20,& 27	*	600.00		
								600.00	003460
10/03/24	00054	10/01/24	13129562	202410 330-57200-46500	OCT POOL CHEMICALS	*	1,592.54		
								1,592.54	003461
10/03/24	00073	9/23/24	539	202408 320-53800-46000	GROUNDS REPAIR & MAINT.	*	832.60		
		9/23/24	539	202408 330-57200-46000	GENERAL FACILITY MAINT.	*	832.60		
		9/23/24	539	202408 330-57200-46201	JANITORIAL SUPPLIES	*	301.82		
		9/23/24	539	202408 330-57200-46100	AMENITY REPAIRS & REPLACE	*	1,121.40		
								3,088.42	003462
10/03/24	00076	10/01/24	217439B	202410 320-53800-46400	OCT LAKE MAINTENANCE	*	875.00		
								875.00	003463
10/08/24	00183	10/01/24	9077619	202410 320-53800-46200	OCT LANDSCAPE MAINTENANCE	*	13,495.67		
								13,495.67	003464
10/08/24	00003	10/01/24	262	202410 310-51300-34000	OCT MANAGEMENT FEES	*	4,572.17		
		10/01/24	262	202410 310-51300-49100	OCT WEBSITE ADMIN	*	106.00		

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #	
10/01/24	262	202410	310-51300-35100	OCT INFORMATION TECH	*	141.33		
10/01/24	262	202410	310-51300-31300	OCT DISSEMINATION	*	463.75		
10/01/24	262	202410	310-51300-51000	OFFICE SUPPLIES	*	.45		
10/01/24	262	202410	310-51300-42000	POSTAGE	*	76.06		
10/01/24	262	202410	310-51300-42500	COPIES	*	55.80		
GOVERNMENTAL MANAGEMENT SERVICES							5,415.56	003465
10/08/24	00073	10/01/24	540 202410 330-57200-46200	OCT JANITORIAL SERVICES	*	840.00		
10/01/24	540	202410	330-57200-46400	OCT POOL MAINTENANCE SVCS	*	1,375.00		
10/01/24	540	202410	330-57200-34000	OCT FIELD MGMT/ADMIN	*	2,264.00		
10/01/24	540	202410	330-57200-34100	OCT FACILITY MANAGEMENT	*	5,956.00		
RIVERSIDE MANAGEMENT SERVICES INC							10,435.00	003466
10/08/24	00073	9/30/24	541 202409 330-57200-34110	SEP FACILITY ASSISTANT	*	1,696.27		
RIVERSIDE MANAGEMENT SERVICES INC							1,696.27	003467
10/08/24	00152	10/02/24	61967614 202410 330-57200-46000	OCT PEST CONTROL	*	117.42		
TURNER PEST CONTROL,LLC							117.42	003468
10/17/24	00039	10/14/24	33353 202410 330-57200-46000	OCT PREVENTATIVE MAINT.	*	180.00		
FITNESS PRO							180.00	003469
10/17/24	00176	9/30/24	092024 202409 330-57200-34500	SECURITY: 9.14.2024	*	400.00		
MICHAEL C LAYNE							400.00	003470
10/31/24	00016	10/15/24	26432 202409 310-51300-31200	ARBIT SE2020 FYE 8/31/24	*	600.00		
GRAU AND ASSOCIATES							600.00	003471
10/31/24	00176	10/26/24	102024 202410 330-57200-34500	SECURITY: OCT 12TH & 26TH	*	400.00		
MICHAEL C LAYNE							400.00	003472

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
10/31/24	00131	10/21/24	IV003133 202410 330-57200-46100	SPRINKLER REPAIR-AIR LEAK PYE-BARKER FIRE & SAFETY, INC.	*	1,280.00	1,280.00 003473
10/31/24	00073	10/18/24	543 202410 330-57200-46500	POOL CHEMICALS-LIQ BLEACH	*	76.73	
		10/18/24	543 202410 330-57200-46500	POOL CHEMS-MURIATIC ACID	*	6.12	
		10/18/24	543 202410 330-57200-46500	POOL CHEMS-PHOSPATE RMVER	*	18.32	
		10/18/24	543 202410 330-57200-46100	SAFETY ROPE RIVERSIDE MANAGEMENT SERVICES INC	*	33.00	134.17 003474
10/31/24	00073	10/17/24	542 202409 320-53800-46000	GROUND REPAIR & MAINT	*	613.40	
		10/17/24	542 202409 330-57200-46000	GENERAL FACILITY MAINT	*	613.40	
		10/17/24	542 202409 330-57200-46201	JANITORIAL SUPPLIES	*	402.23	
		10/17/24	542 202409 330-57200-51000	OFFICE SUPPLIES	*	46.27	
		10/17/24	542 202409 330-57200-46100	AMENITY REPAIRS & REPLACE RIVERSIDE MANAGEMENT SERVICES INC	*	278.67	1,953.97 003475
10/31/24	00192	10/29/24	10806 202410 320-53800-46000	REMOVAL(3)DEAD PINE TREES TREECO	*	2,000.00	2,000.00 003476
10/31/24	00192	10/29/24	10807 202410 320-53800-46000	REMOVAL OF UPROOTED PINE TREECO	*	1,850.00	1,850.00 003477
10/31/24	00192	10/29/24	10808 202410 320-53800-46000	REMOVAL OF DEAD TREE TREECO	*	600.00	600.00 003478
11/06/24	00183	11/01/24	9115372 202411 320-53800-46200	NOV LANDSCAPE MAINTENANCE BRIGHTVIEW LANDSCAPE SERVICES, INC	*	13,495.67	13,495.67 003479
11/06/24	00054	11/01/24	13129562 202411 330-57200-46500	NOV POOL CHEMICALS POOLSURE	*	1,592.54	1,592.54 003480

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/06/24	00073	10/31/24	545	202410	330	57200	60100			*	1,879.62		
			HAUNTED HOUSE EVT-10/26						RIVERSIDE MANAGEMENT SERVICES INC			1,879.62	003481
11/13/24	00003	11/01/24	263	202411	310	51300	34000			*	4,572.17		
			NOV MANAGEMENT FEES										
		11/01/24	263	202411	310	51300	49200			*	106.00		
			NOV WEBSITE ADMIN										
		11/01/24	263	202411	310	51300	35100			*	141.33		
			NOV INFORMATION TECH										
		11/01/24	263	202411	310	51300	31300			*	463.75		
			NOV DISSEMINATION SVCS										
		11/01/24	263	202411	310	51300	51000			*	.45		
			OFFICE SUPPLIES										
		11/01/24	263	202411	310	51300	42000			*	37.25		
			POSTAGE										
		11/01/24	263	202411	310	51300	42500			*	.75		
			COPIES										
		11/01/24	263	202411	310	51300	41000			*	15.43		
			TELEPHONE										
									GOVERNMENTAL MANAGEMENT SERVICES			5,337.13	003482
11/13/24	00185	11/06/24	3480032	202408	310	51300	31500			*	515.50		
			AUG GENERAL COUNSEL						KUTAK ROCK LLP			515.50	003483
11/13/24	00204	11/11/24	192222	202410	310	51300	31100			*	1,529.38		
			PROF SVCS THROUGH OCT24						MATTHEWS DESIGN GROUP LLC			1,529.38	003484
11/13/24	00073	11/01/24	544	202411	330	57200	46200			*	840.00		
			NOV JANITORIAL SERVICES										
		11/01/24	544	202411	330	57200	46400			*	1,375.00		
			NOV POOL MAINTENANCE SVCS										
		11/01/24	544	202411	330	57200	34000			*	2,264.00		
			NOV CONTRACT ADMIN.										
		11/01/24	544	202411	330	57200	34100			*	5,956.00		
			NOV FACILITY MANAGEMENT						RIVERSIDE MANAGEMENT SERVICES INC			10,435.00	003485
11/13/24	00012	10/25/24	7519113	202410	310	51300	32300			*	3,750.00		
			DS SE 2020A 1&2 FY25										
		10/25/24	7519113	202410	310	51300	32300			*	290.63		
			INCIDENTAL EXPENSES						US BANK			4,040.63	003486

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/20/24	00039	11/18/24 33581	202411 330-57200-46100	FITNESS REPAIRS FITNESS PRO	*	414.08	414.08 003487
11/20/24	00209	10/09/24 4625	202410 330-57200-46100	WATER CLEANUP/PIPE BREAK C & K OF LAKE CITY INC. DBA SERVPRO	*	1,453.94	1,453.94 003488
11/20/24	00076	11/01/24 225557B	202411 320-53800-46400	NOV LAKE MAINTENANCE THE LAKE DOCTORS INC	*	875.00	875.00 003489
TOTAL FOR BANK A						95,085.51	
TOTAL FOR REGISTER						95,085.51	

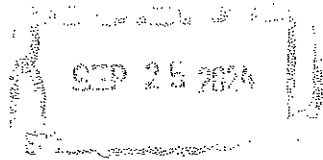


Clay County Sheriff's Office  
 901 N. Orange Ave.  
 Green Cove Springs, FL, 32043

**General Invoice**

Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE		
PINE RIDGE PLANTATION CDD	09/16/2024	468	\$0.00	10/01/2024	\$95.00		
				PAST DUE AMOUNT	ACCOUNT BALANCE		
				\$145.00	\$240.00		
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
OFF DUTY ADMIN AUGUST 2024	12.00	\$5.000000	EACH	\$60.00	\$0.00	\$0.00	\$60.00
OFF DUTY SCHEDULING FEE	1.00	\$35.000000	EACH	\$35.00	\$0.00	\$0.00	\$35.00
<b>Invoice Total:</b>							<b>\$95.00</b>



✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



Clay County Sheriff's Office  
 901 N. Orange Ave.  
 Green Cove Springs, FL, 32043

**General Invoice**

Remit Portion

Invoice Date	09/16/2024
Invoice Number	468
Customer Number	79
Amount Paid	
Due Date	10/01/2024
Invoice Total Due	\$95.00

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

Please include Customer Number and make checks payable to: Clay County Sheriff's Office



**CLIENT NAME**

PINE RIDGE

**INVOICE NUMBER**

**CLIENT NUMBER**

**INVOICE DATE**

09/16/2024

**CLIENT ADDRESS**

**EVENT**

**DATE**

**DESCRIPTION**

**PERSONNEL**

**HOURS or  
QUANTITY**

**RATE**

**TOTAL**

1	08/09/24 0000 - 08/09/24 0000	PINE RIDGE	Michael Layne 08/09/24 2200 - 08/10/24 0200	4.00	\$ 0.00	\$ 0.00
---	----------------------------------	------------	---	------	------------	---------

---

**EVENT TOTAL: (hrs) 4.00 \$ 0.00**

2	08/24/24 0000 - 08/24/24 0000	PINE RIDGE				
---	----------------------------------	------------	--	--	--	--

Michael Layne			
08/24/24 2215 - 08/25/24	4.00	\$	\$ 0.00
0215		0.00	

---

<b>EVENT TOTAL:</b>	<b>(hrs) 4.00</b>		<b>\$ 0.00</b>
---------------------	-------------------	--	----------------

3	08/31/24 2015 - 09/01/24 0015	PINE RIDGE
---	----------------------------------	------------

Michael Layne			
08/31/24 2015 - 09/01/24	4.00	\$	\$ 0.00
0015		0.00	

---

<b>EVENT TOTAL:</b>	<b>(hrs) 4.00</b>		<b>\$ 0.00</b>
---------------------	-------------------	--	----------------

---

<b>INVOICE TOTAL:</b>	<b>(hrs) 12.00</b>		<b>\$ 0.00</b>
-----------------------	--------------------	--	----------------

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 261  
**Invoice Date:** 9/15/24  
**Due Date:** 9/15/24  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2025		5,911.00	5,911.00
<b>Total</b>			<b>\$5,911.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,911.00</b>

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 23, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



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

Invoice No. 3453263  
16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

06/03/24	K. Jusevitch	0.20	25.00	Correspond with district manager regarding pond maintenance agreement
06/05/24	K. Jusevitch	0.20	25.00	Update pond maintenance agreement; correspond with district manager regarding same
07/09/24	W. Haber	0.20	52.00	Review agenda for July meeting
07/15/24	R. Dugan	0.10	19.00	Research matters relating to district rules of procedure and incorporation of new legislation
07/17/24	W. Haber	0.60	156.00	Review and respond to correspondence regarding release of easement; prepare release
07/23/24	W. Haber	1.20	312.00	Prepare for and participate in Board meeting
07/25/24	W. Haber	0.40	104.00	Review and respond to correspondence from landowner regarding easement release
07/26/24	W. Haber	0.20	52.00	Confer with Giles regarding Department of Commerce notice regarding audit

**KUTAK ROCK LLP**

Pine Ridge CDD

September 23, 2024

Client Matter No. 16423-1

Invoice No. 3453263

Page 2

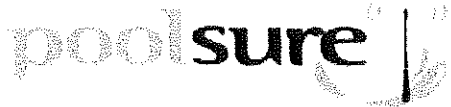
07/29/24	W. Haber	0.20	52.00	Review memo regarding goals and objectives and confer with Giles regarding same
----------	----------	------	-------	---

TOTAL HOURS	3.30
-------------	------

TOTAL FOR SERVICES RENDERED	\$797.00
-----------------------------	----------

TOTAL CURRENT AMOUNT DUE	<u>\$797.00</u>
--------------------------	-----------------





# Invoice

Date  
Invoice#

10/1/2024  
131295624954

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

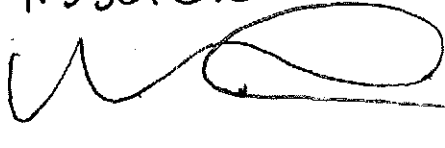
Terms	Net 20
Due Date	10/21/2024
PO #	

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

<b>Ship To</b>
GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,533.49
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	\$10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$49.05

<b>Subtotal</b>	\$1,592.54
<b>Tax</b>	\$0.00
<b>Total</b>	\$1,592.54
<b>Amount Paid/Credit Applied</b>	\$0.00
<b>Balance Due</b>	\$1,592.54

Pool Chemicals  
1.330.57200.46500  
 9/23/24




131295624954

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

# Invoice

Invoice #: 539  
 Invoice Date: 9/23/2024  
 Due Date: 9/23/2024  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2024		1,665.20	1,665.20
Maintenance Supplies		1,423.22	1,423.22
<ul style="list-style-type: none"> <li>◦ Grounds Repair &amp; Maintenance \$ 832.60 1.320.53800.46000</li> <li>◦ General Facility Maintenance \$ 832.60 1.330.57200.46000</li> <li>◦ Janitorial Supplies \$ 301.82 1.330.57200.46201</li> <li>◦ Amenity Repairs &amp; Replacements \$ 1,121.40 1.330.57200.46100</li> </ul>			
			
		9/25/24	

**Total** \$3,088.42

**Payments/Credits** \$0.00

**Balance Due** \$3,088.42

*Jerry Lambert*  
 9-27-24



**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF AUGUST 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/24	3.53	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/6/24	1.5	R.A.	Checked property for Post Tropical storm repairs, windscreens at courts will need to be re-installed once wind calms, inspected erosion ditch repair, repair in good condition, arranged pool furniture
8/6/24	4.02	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/7/24	3.75	R.A.	Re-installed windscreens after tropical storm, picked up supplies
8/7/24	4	J.S.	Re-installed windscreens after tropical storm
8/8/24	3.2	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/13/24	3.37	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/15/24	3	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/20/24	2	R.A.	Inspected tennis court gate not latching, checked voltage at solenoid, swapped solenoid with opposite tennis court gate but problem remained, measured voltage drop across gate release switch, will need to replace release switch on chained gate
8/20/24	3.52	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/22/24	3.22	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
8/26/24	3.12	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
8/28/24	3.4	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles

**TOTAL**      41.63

**MILES**        0

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 9/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR PINE RIDGE				
	7/24/24	Gym Wipes 800ct of 4 rolls	104.02	M.C.
	7/24/24	9Ft Light Blue Table Umbrella	67.97	M.C.
	7/24/24	9Ft Navy Blue Table Umbrellas (2)	131.01	M.C.
	7/26/24	Glad Force Flex Trash Bags (2)	56.84	M.C.
	8/2/24	Toilet Paper 32pk	39.30	M.C.
	8/6/24	Multi Size Drywall Patches	17.09	M.C.
	8/6/24	8" Drywall Patches (2)	16.03	M.C.
	8/6/24	3" Putty Knife	12.63	M.C.
	8/6/24	6"x75' Drywall Prep Fabric	15.27	M.C.
	8/6/24	Fast Dry Spackling	21.83	M.C.
	8/7/24	11" Black Zip Tie 500pk	51.04	R.A.
	8/7/24	Acrylic Replacement Table Tops (2)	123.60	M.C.
	8/12/24	Air Wick Refills 7pk (2)	36.75	M.C.
	8/12/24	Black Nitrile Gloves 80pk (2)	50.55	M.C.
	8/12/24	Blue Nitrile Gloves 100ct	20.67	M.C.
	8/13/24	Graycloth Behr Paint One Gallon	47.13	M.C.
	8/13/24	Microfiber 24pk	11.48	M.C.
	8/13/24	9" Paint Rollers 3pk.	13.20	M.C.
	8/13/24	Plastic Paint Trays 3pk	6.88	M.C.
	8/13/24	A Frame Double Sided Dry Erase Board	86.16	M.C.
	8/13/24	Acrylic Plexiglass Table Tops (6)	370.81	M.C.
	8/27/24	42 Gallon Trash Bags 200ct	122.98	M.C.
		<b>TOTAL</b>	<b><u>\$1,423.22</u></b>	

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
CARD TYPE	CARD NAME

ADDRESSEE

Please check that address has been updated and notify the company if necessary.

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	10/1/2024	\$875.00

000000007540600100000002174390000008750029

Please Return this invoice with your payment and notify us of any changes to your contact information.

**Pine Ridge Plantation CDD - Govern 4200 Pine Ridge Pkwy Middleburg, FL 32068**

**Invoice Due Date 10/11/2024 Invoice 217439B PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
10/1/2024	Water Management - Monthly		\$875.00	\$0.00	\$875.00

Please remit payment for this month's invoice.

*Lake maintenance  
1.320.53800.46400  
[Signature] 10/1/24*

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.	<b>Credits</b>	\$0.00
	<b>Adjustment</b>	\$0.00
		<b>AMOUNT DUE</b>

<b>Total Account Balance including this invoice:</b>	\$875.00	<b>This Invoice Total:</b>	\$875.00
--	----------	----------------------------	----------

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

**Customer #:** 719342  
**Portal Registration #:** 26CE8D2B  
**Customer E-mail(s):** prmgr@riversidemgtsvc.com  
**Customer Portal Link:** www.lakedoctors.com/contact-us/

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

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


# INVOICE

# BrightView

Landscape Services

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

Customer #: 24488830  
Invoice #: 9077619  
Invoice Date: 10/1/2024  
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For October  landscape maintenance 1.320.53800.46200  9/27/24	13,495.67
<b>Total invoice amount</b>		<b>13,495.67</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>13,495.67</b>

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*

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact [autopay@brightview.com](mailto:autopay@brightview.com) or your branch point of contact for more information on how to sign up on Auto Pay.

## Payment Stub

Customer Account#: 24488830  
Invoice #: 9077619  
Invoice Date: 10/1/2024

**Amount Due: \$13,495.67**

*Thank you for allowing us to serve you*

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

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

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

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

# Invoice

**Invoice #:** 262  
**Invoice Date:** 10/1/24  
**Due Date:** 10/1/24  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - October 2024		4,572.17	4,572.17
Website Administration -October 2024		106.00	106.00
Information Technology - October 2024		141.33	141.33
Dissemination Agent Services - October 2024		463.75	463.75
Office Supplies		0.45	0.45
Postage		76.06	76.06
Copies		55.80	55.80
<b>Total</b>			<b>\$5,415.56</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,415.56</b>

**Riverside Management Services, Inc**

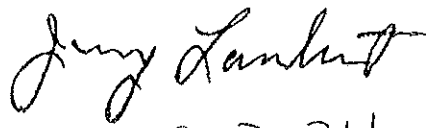
9655 Florida Mining Blvd. W  
 Bldg. 300, Suite 305  
 Jacksonville, FL 32257

**Invoice**

**Invoice #:** 540  
**Invoice Date:** 10/1/2024  
**Due Date:** 10/1/2024  
**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 - October 2024		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - October 2024		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - October 2024		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - October 2024		5,956.00	5,956.00
 10-3-24			

**Total** \$10,435.00

**Payments/Credits** \$0.00

**Balance Due** \$10,435.00

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

# Invoice

Invoice #: 541  
Invoice Date: 9/30/2024  
Due Date: 9/30/2024  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Assistant through September 2024 1.330.57200.34110	64.01	26.50	1,696.27
<i>Jerry Lambert</i> 10-3-24			

<b>Total</b>	\$1,696.27
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,696.27

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

<b>Qty./Hours</b>	<b>Description</b>	<b>Rate</b>	<b>Amount</b>
64.01	Facility Assistant	\$ 26.50	\$ 1,696.27

Covers Period: September 2024

GL # 1.330.57200.34110

TOTAL DUE:

\$ 1,696.27



PINE RIDGE COMMUNITY DEVELOPMENT DISTRICT  
ASSISTANT MANAGER BILLABLE HOURS  
FOR THE MONTH OF SEPTEMBER 2024

---

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/1/24	8.05	S.W.	Completed daily checklist, returned calls and emails
9/2/24	8.03	S.W.	Completed daily checklist, returned calls and emails
9/7/24	8	S.W.	Completed daily checklist, returned calls and emails
9/8/24	8.03	S.W.	Completed daily checklist, returned calls and emails
9/21/24	8	S.W.	Completed daily checklist, returned calls and emails
9/22/24	8	S.W.	Completed daily checklist, returned calls and emails
9/28/24	7.9	S.W.	Completed daily checklist, returned calls and emails
9/29/24	8	S.W.	Completed daily checklist, returned calls and emails
	<u>64.01</u>		



PAYMENT ADDRESS:  
 Turner Pest Control LLC - P.O. Box 952503 - Atlanta, Georgia 31197-2503  
 904-355-5300 - Fax: 904-353-1499 - Toll Free: 800-225-5300 - turnerpest.com

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

**Service Slip/Invoice**

INVOICE:	619676143
DATE:	10/02/2024
ORDER:	619676143

[347869]  
 Pineridge Plantation  
 Maria Cranford  
 4200 Pine Ridge Pkwy  
 Middleburg, FL 32068-9216

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

Work Date	Time	Target Pest	Technician	Time In
10/02/2024	09:38 AM	GHP		09:38 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	10/02/2024		10:27 AM

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

CPCO Commercial Pest Control - Quarterly Service \$117.42

SUBTOTAL	\$117.42
TAX	\$0.00
AMT. PAID	\$0.00
<b>TOTAL</b>	<b>\$117.42</b>

General Facility Maintenance  
 1.330.57200.46000  
 [Signature] 10/3/24

AMOUNT DUE \$117.42

[Signature]

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

Turner Pest Control LLC is an Equal Opportunity Employer. We do not discriminate on the basis of race, gender, religion, national origin, or age. We are an affirmative action employer. We are an Equal Opportunity Employer. We do not discriminate on the basis of race, gender, religion, national origin, or age. We are an affirmative action employer.

PLEASE PAY FROM THIS INVOICE

INVOICE

Allways Improving LLC dba  
Fitness Pro  
1400 Village Square Blvd #3-293  
Tallahassee, FL 32312

tracy@wearefitnesspro.com  
+1 (850) 523-8882  
www.wearefitnesspro.com



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

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

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

General Facility Maint.

1.330.57200.46000

*[Signature]* 10/18/24

Invoice details

Invoice no.: 33353  
Terms: Net 15  
Invoice date: 10/14/2024  
Due date: 10/29/2024

#	Product or service	Description	SKU	Qty	Rate	Amount
1.		SERVICE REQUEST 41321 - OCTOBER PREVENTATIVE MAINTENANCE				
2.	PM	Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - Pine Ridge		1	\$180.00	\$180.00

SERVICES PERFORMED

1. Tech checked/updated all equipment in BF.
2. Lubed and dusted all guide rods, weight stacks, and adjustment knobs.
3. Inspected 5x Strength Units and 2x Benches inspected all pulleys, cables, attachments, connections, pads, adjustments, and weight stacks. SEE BELOW
4. Inspected 2x CrossTrainers and 1x Recumbent Bike. Checked all pedals, sensors, cup holders, fans, handles, adjustments, buttons and general function. SEE BELOW
5. Inspected 3x treadmills. Checked belt and deck tightness and wear, checked strength and function of motor, checked incline functions, HR sensors, controls, general function. Dusted for debris around belt and under hoods around motor and electrical components. SEE BELOW

ISSUES FOUND

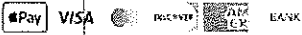
1. Paramount Pull-down/Row FS-53 sn: FS530809007 plastic rollers that protect cable are worn completely through. Should replace 4x plastic rollers. SEE PREVIOUS PM

- 2. Spirit Treadmill XT685  
sn:6858152104013342 missing 3 HR plates for handrails. Should replace 3x metal HR plates for handrail SEE PREVIOUS PM
- 3. Spirit Treadmill XT685  
sn:6858152104013343 handrail incline down controls does not function. Also, roller end caps are broken and sharp. Should replace incline button assembly w/wire and 2x Roller end caps SEE PREVIOUS PM
- 4. Spirit Treadmill XT685  
sn:6858151706002036 speed and incline buttons for handrail no longer function. Should replace 2x assembly 1 for right side speed & 1 for Left side incline button assembly. SEE PREVIOUS PM
- 5. Tech tightened bushings on Pec Fly and Leg Extension. UNITS TEST CORRECT

Total

**\$180.00**

Ways to pay



Pay Invoice

Michael Layne

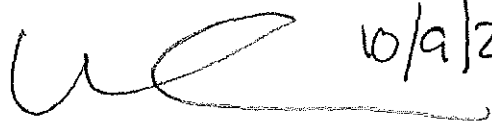
# CCSO OFF-DUTY INVOICE

INVOICE DATE  
SEPTEMBER 2024

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

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

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
09/14/2024	Amenity center check – some lights left on inside. Neighborhood patrol, amenity center checked, neighborhood patrol. Citizen contact.	2030/0030	4.0	50.00	200.00
DEPUTY SIGNATURE:	<i>Michael C. Layne</i>		8.0		400.00
	<b>Total</b>				
Make all checks payable to Michael Layne					
Thank you for your business!					

Security / Monitoring  
 1. 330. 57200. 34560  
 10/9/24

# Grau and Associates

1001 W. Yamato Road, Suite 301  
Boca Raton, FL 33431  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Pine Ridge Plantation Community Development District  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771*

Invoice No. 26432  
Date 10/15/2024

---

SERVICE	AMOUNT
Project: Arbitrage - Series 2020 FYE 8/31/2024 Arbitrage	
	\$ <u>600.00</u>
<b>Subtotal:</b>	<u>600.00</u>
Total	600.00
Current Amount Due	\$ <u>600.00</u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

Michael Layne

(904)509-0828

# CCSO OFF-DUTY INVOICE

INVOICE DATE  
OCTOBER 2024

*Security/Monitoring*  
*1.330.57200.34560*  
*[Signature]* 10/28/24

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

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

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
10/12/2024	Checked amenity center, neighborhood patrol, citizen contact on Pine Ridge, citizen contact at the amenity center, checked the amenity center, neighborhood patrol and disabled vehicle, amenity center checked.	2200/0200	4.0	50.00	200.00
10/26/2024	Checked amenity center and spoke to Maria inside, neighborhood check, citizen contact, received a complaint about juveniles jumping in front of cars – I was unable to locate any juveniles in the area. Amenity center checked, Traffic stop on a golf cart.	2145/0145	4.0	50.00	200.00
DEPUTY SIGNATURE:	<i>Michael C. Layne</i>		8.0	50.00	400.00
<b>Total</b>					

Make all checks payable to Michael Layne

Thank you for your business!

**RECEIVED**

By Tara Lee at 1:41 pm, Oct 28, 2024



# INVOICE

Pye Barker Fire & Safety  
 8475 Western Way Ste 110  
 Jacksonville, FL 32256  
 9046347100  
 pyebarkerfire.com


Customer PO:	Order No:	Invoice No:	Due Date:
	ST00296197	IV00313358	11/20/2024
Invoice Date:	Terms:	Invoice Total:	Amount Due:
10/21/2024	Net 30	1,280.00	1,280.00

License: Jacksonville: FED22-000076 / FED20-000005 / EF00001197 - Tampa: FP118-000123 12259 W. Hillsborough Ave. Unit 101, Tampa, FL 33635

**BILL TO:**  
 46192 - Pine Ridge Plantation CDD  
 4200 Pine Ridge Pkwy  
 Middleburg, FL 32068

**WORKSITE:**  
 46192 - Pine Ridge Plantation CDD  
 4200 Pine Ridge Pkwy  
 Middleburg, FL 32068

Authorized By:	Job Number:	Service Location:	Bill To ID:	Worksite ID:	Technician:
Maria Or Mandy	SER0000012967	Jacksonville, FL	46192	46192	Jonathan Morse

Item	Description	Qty	Unit Price	Total	Tax
DPC	Dispatch And Compliance	1	105.00	105.00	0.00
Labor-Sprinkler	Labor-Sprinkler	5	235.00	1,175.00	0.00
<p><b>Work Notes:</b>            Service Call- Dry System trip. Description of work:            Replaced 12-foot section of 1 inch pipe that was            damaged and caused air leak. Return system back            to service</p> <div style="display: flex; align-items: center;">  <p>Save time and stamps by going            paperless. View, print, and pay your            invoices online at <a href="https://customer.pyebarkerfire.com/">https://            customer.pyebarkerfire.com/</a></p> </div>					

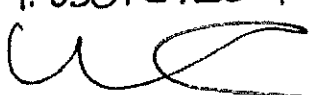
**Remit To Address:**  
 Pye-Barker Fire & Safety, LLC  
 PO BOX 735358  
 Dallas, TX 75373-5358

**PAY NOW:**

Use the token below to create your  
account

QEQtCy3GHoo=  
<https://customer.pyebarkerfire.com>

Subtotal	1,280.00
Tax	0.00
<b>Total</b>	<b>1,280.00</b>

*Amenity Repairs & Replacements*  
 1.330.57200.46100  
 10/22/24

**RECEIVED**  
 By Tara Lee at 11:48 am, Oct 28, 2024



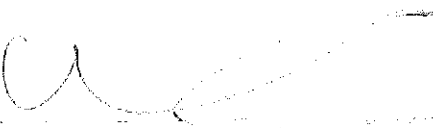
**Riverside Management Services, Inc**  
 9655 Florida Mining Blvd. W  
 Bldg. 300, Suite 305  
 Jacksonville, FL 32257

# Invoice

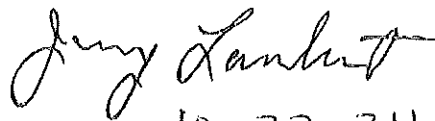
Invoice #: 542  
 Invoice Date: 10/17/2024  
 Due Date: 10/17/2024  
 Case:  
 P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance September 1 - September 30, 2024		1,226.80	1,226.80
Maintenance Supplies		727.17	727.17
• Grounds Repair & Maintenance \$613.40 1.320.53800.46000			
• General Facility maintenance \$613.40 1.336.57200.46000			
• Janitorial Supplies \$402.23 1.336.57200.46201			
• Office Supplies \$46.27 1.336.57200.51000			
• Amenity Repairs & Replacements \$278.67 1.336.57200.416100			
 10/18/24			

Total	\$1,953.97
Payments/Credits	\$0.00
Balance Due	\$1,953.97

  
 10-22-24

**RECEIVED**  
 By Tara Lee at 1:28 pm, Oct 28, 2024

**PINE RIDGE PLANTATION COMMUNITY DEVELOPMENT DISTRICT  
 MAINTENANCE BILLABLE HOURS  
 FOR THE MONTH OF SEPTEMBER 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/2/24	3.2	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/4/24	3.02	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/9/24	3.12	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/11/24	3.18	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/16/24	3	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/18/24	3.13	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/23/24	3	J.M.	Checked and changed all trash receptacles, emptied and restocked all dog waste receptacles, removed debris from amenity center, pool, common areas, playground and roadways
9/25/24	3	J.M.	Removed debris from amenity center, pool, common areas, playground and roadways, checked and changed all trash receptacles, emptied and restocked dog waste receptacles
9/27/24	1.5	R.A.	Reinstalled tennis/basketball court windscreens after storm, cleaned graffiti from electrical boxes
9/27/24	1.5	J.M.	Reattached tennis court windscreens
9/30/24	3.02	J.M.	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**      30.67

**MILES**      0

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 10/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	8/27/24	Trifold Paper Towels 16pk (2)	111.04	M.C.
	8/27/24	50oz Soft Soap Refill Bottles 6pk	35.16	M.C.
	8/27/24	Gym Wipes 3200 wipes	104.02	M.C.
	8/30/24	13 Gallon Trash Bags (2)	56.97	M.C.
	8/30/24	Toilet Paper (2)	73.90	M.C.
	8/30/24	Paper Towels (2)	75.13	M.C.
	9/6/24	Lemon Pine Sol 2pk	17.30	M.C.
	9/6/24	Swiffer Dusters 28ct	17.30	M.C.
	9/6/24	AAA Batteries 34pk	25.85	M.C.
	9/6/24	Clorox Toilet Bowl Cleaner, Sit Wick Refills 9ct	15.43	M.C.
	9/6/24	Air Wick Refills 9ct	17.30	M.C.
	9/18/24	Color Ink	46.29	M.C.
	9/18/24	Paver Base (2)	12.58	R.A.
	9/18/24	Leveling Sand	6.29	R.A.
	9/27/24	Keys (6)	29.44	M.C.
	9/27/24	Key Tags (2)	4.88	M.C.
	10/1/24	Paver Leveling Sand (4)	25.16	R.A.
	10/3/24	Steel Brush	9.18	R.A.
	10/3/24	10lb Quick Cement Patch	11.82	R.A.
	10/3/24	Hand Held Sprayer	10.32	R.A.
	10/3/24	2 Gallon Murlatic Acid	21.83	R.A.
		<b>TOTAL</b>	<b><u>\$727.17</u></b>	

**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 543

Invoice Date: 10/18/2024

Due Date: 10/18/2024

Case:

P.O. Number: C BUSS 2404

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Liquid Bleach		76.73	76.73
Pool Chemicals - Muriatic Acid		6.12	6.12
Pool Chemicals -Phosphate Remover		18.32	18.32
Safety Rope		33.00	33.00
<i>Pool Chemicals * 101.17</i>			
<i>1.330.57200.46500</i>			
<i>Amenity Repairs &amp; Replacements - \$33.00</i>			
<i>1.330.57200.46100</i>			
<i>[Signature] 10/23/24</i>			

**RECEIVED**  
By Tara Lee at 2:41 pm, Oct 28, 2024

<b>Total</b>	\$134.17
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$134.17

**Treeco**

PO Box 3247  
Saint Augustine, FL 32085 US  
info@treecofl.com



**TO:**

PRJ: 101  
Maria Cranford  
Riverside Management Services

INVOICE 10806  
DATE 10/29/2024  
TERM: Net 15  
DUE DATE 11/13/2024

DATE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
10/29/2024	Sales 1631 Night Owl Trail / Middleburg, Florida 32068	1	2,000.00	2,000.00

Removal of (3) dead pine trees located in the rear left corner of the property. All three trees are within a fall distance of the dwelling as well as multiple structures. Cut all stumps near ground level \*leave all wood and debris in the back of the preserve, cut down so as not to be seen.

BALANCE DUE

**\$2,000.00**

Grounds Repair & maintenance  
1. 320. 53800. 46000  
C. 10/29/24

**RECEIVED**  
By Tara Lee at 2:55 pm, Oct 29, 2024

**Treeco**

PO Box 3247  
Saint Augustine, FL 32085 US  
Info@treecofl.com




INVOICE

PROJECT  
Maria Cranford  
Riverside Management Services

INVOICE# 10807  
DATE 10/29/2024  
TERMS Net 15  
DUE DATE 11/13/2024

DATE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
10/29/2024	Sales 4200 Pine Ridge Parkway / Middleburg, Florida 32068  Removal of leaning/uprooted pine located across from pine ridge pkwy and leap frog in open field with other pines Cut stump near ground level	1	1,850.00	1,850.00

BALANCE DUE **\$1,850.00**

Grounds Repair & maintenance  
1.320.53800.46000  
 10/29/24

**RECEIVED**  
By Tara Lee at 2:55 pm, Oct 29, 2024

**Treeco**

PO Box 3247  
Saint Augustine, FL 32085 US  
info@treecofl.com



INVOICE

Bill To:  
Maria Cranford  
Riverside Management Services

INVOICE 10808  
DATE 10/29/2024  
TERMS Net 15  
DUE DATE 11/13/2024

10/29/2024

Sales

1784 Foggy Day Drive / Middleburg,  
Florida 32068

1

600.00

600.00

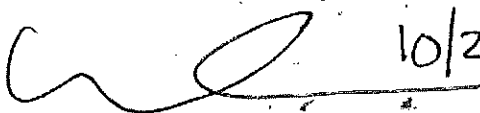
Removal of dead tree located on the  
rear left corner of the property near the  
roadway Cut stump near ground level

BALANCE DUE

**\$600.00**

Grounds Repair & maintenance

1.320.53800.46000

 10/29/24

**RECEIVED**

By Tara Lee at 2:55 pm, Oct 29, 2024

# INVOICE

# BrightView

Landscape Services

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

Customer #: 24488830  
Invoice #: 9115372  
Invoice Date: 11/1/2024  
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For November  <i>landscape maintenance 1.320.53800.46200 10/28/24</i>	13,495.67
<b>RECEIVED</b> By Tara Lee at 1:37 pm, Oct 28, 2024		
<b>Total Invoice amount</b>		<b>13,495.67</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>13,495.67</b>

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*

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact [autopay@brightview.com](mailto:autopay@brightview.com) or your branch point of contact for more information on how to sign up on Auto Pay.

## Payment Stub

Customer Account#: 24488830  
Invoice #: 9115372  
Invoice Date: 11/1/2024

**Amount Due: \$13,495.67**

*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

Date  
Invoice#

11/1/2024  
131295625465

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

Terms	Net 20
Due Date	11/21/2024
PO #	

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

<b>Ship To</b>
GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,533.49
WM-SHED RENTAL	Monthly rental fee for storage shed	1	ea	\$10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$49.05


Subtotal \$1,592.54

Tax \$0.00

Total \$1,592.54

Amount Paid/Credit Applied \$0.00

Balance Due \$1,592.54

Pool Chemicals  
1-330-57200-46500  
 10/15/24



131295625465

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 263  
**Invoice Date:** 11/1/24  
**Due Date:** 11/1/24  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - November 2024		4,572.17	4,572.17
Website Administration -November 2024		106.00	106.00
Information Technology - November 2024		141.33	141.33
Dissemination Agent Services - November 2024		463.75	463.75
Office Supplies		0.45	0.45
Postage		37.25	37.25
Copies		0.75	0.75
Telephone		15.43	15.43

**Total** \$5,337.13

**Payments/Credits** \$0.00

**Balance Due** \$5,337.13

**RECEIVED**

*By Tara Lee at 4:29 pm, Nov 07, 2024*

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

November 6, 2024

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



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

Invoice No. 3480032  
16423-1

---

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

08/12/24	W. Haber	0.40	104.00	Review legal description for release of easement; review and revise release; confer with Giles regarding same
08/16/24	W. Haber	0.20	52.00	Confer with landowner regarding recordation of release of construction easement
08/21/24	K. Haber	0.90	229.50	Prepare sports amenity lighting agreement; correspond with Soriano regarding same
08/22/24	W. Haber	0.50	130.00	Confer with landowner regarding release of easement and recordation of same; review audit and confer with Peregrino regarding same
TOTAL HOURS		2.00		

**KUTAK ROCK LLP**

Pine Ridge CDD

November 6, 2024

Client Matter No. 16423-1

Invoice No. 3480032

Page 2

TOTAL FOR SERVICES RENDERED

\$515.50

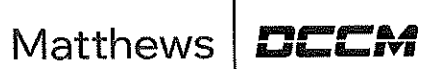
TOTAL CURRENT AMOUNT DUE

\$515.50

**RECEIVED**

*By Tara Lee at 4:21 pm, Nov 06, 2024*

Project Manager Alex Acree



Governmental Management Services  
Marilee Giles  
475 West Town Place  
St. Augustine, FL 32092

Engineering - Architecture - Planning - Surveying

November 11, 2024  
Invoice # 192222

Project 0000021859.0000 Pine Ridge Plantation CDD

This invoice includes charges for tasks performed for your project, including:

- Process Requisitions
- CDD Meeting
- Pond Lake Drive Pond Flooding Inspection

Please call Alex Acree if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

**Professional Services through October 31, 2024**

Phase 0001 Engineering Services

	Hours	Rate	Amount	
Vice President of Production	.25	290.00	72.50	
Sr. Construction Inspector	6.75	210.00	1,417.50	
Project Administrator	.25	120.00	30.00	
<b>Total Labor</b>				<b>1,520.00</b>

Phase 0999 Reimbursable Expenses

Color 11 x 17	1.0 Copy @ 0.88	.88	
Color 8.5 x 11	17.0 Copies @ 0.50	8.50	
<b>Total Reproductions</b>		<b>9.38</b>	<b>9.38</b>

**Total Due: 1,529.38**

**Billed to Date**

	Current Due	Prior Billed	Billed to Date
Labor	1,520.00	167.50	1,687.50
Unit	9.38	0.00	9.38
<b>Totals</b>	<b>1,529.38</b>	<b>167.50</b>	<b>1,696.88</b>


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

# Invoice

**Invoice #:** 544  
**Invoice Date:** 11/1/2024  
**Due Date:** 11/1/2024  
**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 - November 2024		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - November 2024		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - November 2024		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - November 2024		5,956.00	5,956.00
 11-7-24			

**RECEIVED**  
 By Tara Lee at 9:39 am, Nov 12, 2024

<b>Total</b>	<b>\$10,435.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$10,435.00</b>



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

Invoice Number: 7519113  
Account Number: 261827000  
Invoice Date: 10/25/2024  
Direct Inquiries To: Schuhle, Scott A  
Phone: (954)-938-2476

PINE Ridge Plantation Community Development Distr  
ATTN District Manager  
475 West Town Place Suite 114  
St. Augustine, FL 32092  
United States

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

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

STATEMENT SUMMARY

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

TOTAL AMOUNT DUE \$4,040.63

All invoices are due upon receipt.

RECEIVED  
NOV 05 2024

RECEIVED  
By Tara Lee at 9:39 am, Nov 12, 2024

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

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

Invoice Number: 7519113  
Account Number: 261827000  
Current Due: \$4,040.63  
Direct Inquiries To: Schuhle, Scott A  
Phone: (954)-938-2476

Wire Instructions:  
U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 261827000  
Invoice # 7519113  
Attn: Fee Dept St. Paul

Please mail payments to:  
U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690





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

Invoice Number: 7519113  
 Invoice Date: 10/25/2024  
 Account Number: 261827000  
 Direct Inquiries To: Schuhle, Scott A  
 Phone: (954)-938-2476

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

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

**CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP**

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
<b>Subtotal Administration Fees - In Advance 10/01/2024 - 09/30/2025</b>				<b>\$3,750.00</b>
Incidental Expenses 10/01/2024 to 09/30/2025	3,750.00	0.0775		\$290.63
<b>Subtotal Incidental Expenses</b>				<b>\$290.63</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$4,040.63</b>





**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 545  
Invoice Date: 10/31/2024  
Due Date: 10/31/2024  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Haunted House Event- 10/26/24 330-57200-60100		1,879.62	1,879.62

**RECEIVED**  
By Tara Lee at 9:10 am, Nov 01, 2024

<b>Total</b>	<b>\$1,879.62</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$1,879.62</b>

10/31/24  
[Signature]

# INVOICE

Servpro of Columbia & Suwannee  
Counties/Servpro of North Clay  
County/Oakleaf/North Middleburg  
181 NW Amenity Ct  
Lake City, FL 32055

officeadmin@servpro9322.com  
+1 (386) 754-0261  
www.servprocolumbiaandsuwannee  
counties.com



Pine Ridge Plantation:2410-564681WTR [Water]

**Bill to**

Pine Ridge Plantation  
4200 Pine Ridge Pkwy  
Middleburg, FL 32068

Amenity Repairs & Replacements  
1.330.57200.46100  
11/19/24

**Invoice details**

Invoice no.: 4625  
Invoice date: 10/09/2024  
Due date: 10/24/2024


#	Date	Product or service	Description	Amount
1.	10/02/2024	Commercial - Water	Commercial Water Damage - Emergency Services, Mitigation and Drying Equipment with Monitoring	\$1,453.94
<b>Total</b>				<b>\$1,453.94</b>

**Note to customer**



Unless otherwise specified on this invoice, payment is due in full upon completion of services. Interest will be charged at the maximum allowed by law or 1.5% per month, whichever is greater on accounts over 30 days past due. Thank you.

**Overdue** 10/24/2024

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

	
ACCOUNT NUMBER	EXP. DATE
CREDIT CARD	SECURITY CODE

ADDRESSEE

Please check if address below is incorrect and indicate change of account info

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	11/1/2024	\$875.00

000000007540600100000002255570000008750023

Please Return this invoice with your payment and notify us of any changes to your contact information.

**Pine Ridge Plantation CDD - Govern 4200 Pine Ridge Pkwy Middleburg, FL 32068**

**Invoice Due Date 11/11/2024**

**Invoice 225557B**

**PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
11/1/2024	Water Management - Monthly		\$875.00	\$0.00	\$875.00

Please remit payment for this month's invoice.

*Lake maintenance*  
*1,320.53800, 46400*  
*11/4/24*

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.	<b>Credits</b>	\$0.00
	<b>Adjustment</b>	\$0.00
	<b>AMOUNT DUE</b>	

**Total Account Balance including this invoice:**

\$875.00

**This Invoice Total:**

\$875.00

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

**Customer #:** 719342  
**Portal Registration #:** 26CE8D2B  
**Customer E-mail(s):** prmgr@riversidemgtsvc.com  
**Customer Portal Link:** www.lakedoctors.com/contact-us/

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

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

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/14/24	00031	11/05/24 24160	202411 320-53800-60000	LED PROS WORLDWIDE	*	7,275.00	
							7,275.00 000074
TOTAL FOR BANK B						7,275.00	
TOTAL FOR REGISTER						7,275.00	

11.05.2024

# LED PROS WorldWide Invoice # 24160

**Bill To:**

Jay Soriano  
Pine Ridge CDD  
475 West Town Place Ste 114  
St. Augustine, FL 32092  
904.562.0249

**Ship To:**

Jay Soriano  
Pine Ridge CDD  
475 West Town Place Ste 114  
St. Augustine, FL 32092  
904.562.0249

**For:Purchase Order:**

Pine Ridge Plantation Owners Association

Item Number	Description	Price	Quantity	Amount
CLP-BELL-M-TP11	SH1-AM-80CLED-30K-MV-BZ - 20" Bel	\$ 840.00	7	5,880.00
	9,000 LM @ 80W; 3000K; 120-277V; Top 1; Shade 1			
	Bronze Finish; Arm Mount; 10 year warranty			
	T5 wide light distribution;			
DA1-SGL-BZ - Decorativ	Single Arm 1; Bronze finish	410.00	7	2,870.00
	Shipping & Handling -	325.00	1	325.00
	****Balance before Shipping****			
<b>Subtotal</b>	<b>Total items: 7</b>			<b>9,075.00</b>

**Make all checks payable to:**

LED Pros Worldwide

**If you have any questions concerning this invoice, contact:**

Steven Wilson  
844.533.7767  
ledprosworldwide@gmail.com

Sales Tax Rate: 9.0%  Tax Exempt

<b>Sales Tax</b>	
<b>Less Deposit Received</b>	1,800.00
<b>Invoice Total</b>	<b>\$ 7,275.00</b>

**RECEIVED**  
By Tara Lee at 8:53 am, Nov 12, 2024



Due Upon Receipt  
**Thank you for your business!**

Tel 661.645.1071

PO Box 903176

industrialightingfixtures.org

Fax 844.533.7767

Palmdale, Ca 93590

ledprosworldwide@gmail.com