

PINE RIDGE PLANTATION
Community Development District

March 18, 2025

AGENDA

Pine Ridge Plantation Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

District Website: www.pineridgeplantationcdd.com

March 11, 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, March 18, 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 - Tynes Boulevard Curb Clean Up
 - B. Brightview – Enhancement Plan
- IV. Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2026 Budget
- V. Staff Reports
 - A. Attorney
 - B. District Manager
 - C. Engineer
 - D. Amenity & Operations Manager
 1. Landscape Quality Inspection Report
 2. Report

- VI. Public Comments / Supervisor's Requests
- VII. Approval of Consent Agenda
 - A. Approval of the Minutes of the January 21, 2025 Meeting
 - B. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending January 31, 2025
 - C. Assessment Receipts Schedule
 - D. Approval of Check Register
- VIII. Next Scheduled Meeting – 05/20/25 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center
- IX. 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

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 #: 8560948

Proposed Price: \$1,675.79

B.

Proposal for Extra Work at Pine Ridge CDD

Property Name	Pine Ridge CDD	Contact	Maria Cranford
Property Address	475 W Town Place Ste 114 St Augustine, FL 32092	To Billing Address	Pine Ridge Plantation CDD 475 W Town Place Ste 114 St Augustine, FL 32092
Project Name	Pine Ridge: Enhancements Throughout 1.28.25		
Project Description	Landscape Enhancements		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total	
Entrance Signs (East of Tynes):				Subtotal	\$15,590.29
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$4,169.81	\$4,169.81	
16.00	EACH	Oleander 15 gal - Installed	\$180.19	\$2,883.02	
2.00	EACH	Carpe Myrtle 30 gal - Installed	\$536.56	\$1,073.11	
16.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$954.72	
28.00	EACH	Duranta 3 gal - Installed	\$18.38	\$514.50	
44.00	EACH	Agapanthus 3 gal - Installed	\$19.69	\$866.51	
52.00	EACH	Liriope 1 gal - Installed	\$8.53	\$443.47	
150.00	EACH	Mini Pine Bark - Installed	\$9.28	\$1,392.12	
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38	
900.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$906.12	
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$2,076.53	\$2,076.53	
Entrance Signs (West of Tynes):				Subtotal	\$11,904.52
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$4,169.81	\$4,169.81	
26.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$1,551.41	
38.00	EACH	Duranta 3 gal - Installed	\$18.38	\$698.25	
121.00	EACH	Liriope 1 gal - Installed	\$8.53	\$1,031.92	
125.00	EACH	Mini Pine Bark - Installed	\$9.28	\$1,160.10	
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38	
900.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$906.12	
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$2,076.53	\$2,076.53	
Entrance Island (East of Tynes)				Subtotal	\$8,369.50

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

Proposal for Extra Work at Pine Ridge CDD

1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$1,816.04	\$1,816.04
1.00	LUMP SUM	Remove All Trees and Stump Grind.	\$1,400.00	\$1,400.00
7.00	EACH	Nellie Stevens Hollie 30 gal - Installed	\$317.45	\$2,222.17
48.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$882.00
30.00	EACH	Liriope 1 gal - Installed	\$8.53	\$255.85
20.00	EACH	Society Garlic 1 gal - Installed	\$9.34	\$186.79
75.00	EACH	Mini Pine Bark - Installed	\$9.28	\$696.06
1.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$155.19
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$755.40	\$755.40
Entrance Island (West of Tynes):			Subtotal	\$10,620.64
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,353.77	\$2,353.77
1.00	LUMP SUM	Remove All Trees and Stump Grind.	\$1,960.00	\$1,960.00
9.00	EACH	Nellie Stevens Hollie 30 gal - Installed	\$317.45	\$2,857.08
64.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,176.01
40.00	EACH	Liriope 1 gal - Installed	\$8.53	\$341.13
20.00	EACH	Society Garlic 1 gal - Installed	\$9.34	\$186.79
90.00	EACH	Mini Pine Bark - Installed	\$9.28	\$835.27
1.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$155.19
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$755.40	\$755.40
Area in Front of Roundabout:			Subtotal	\$12,288.51
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,084.91	\$2,084.91
1.00	LUMP SUM	Remove Palmetto Clump and Stump Grind.	\$1,680.00	\$1,680.00
360.00	EACH	Variegated Confederate Jasmine 1 gal - Installed	\$8.53	\$3,070.19
20.00	EACH	Pine Fines - Installed	\$9.28	\$185.62
4,050.00	SQUARE FEET	St Augustine Sod - Installed	\$1.01	\$4,077.54
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,190.25	\$1,190.25
Roundabout:			Subtotal	\$3,566.81
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$1,481.13	\$1,481.13
18.00	EACH	Paspalum 3 gal - Installed	\$18.38	\$330.75
73.00	EACH	Liriope 1 gal - Installed	\$8.53	\$622.57
27.00	EACH	Mexican Heather 1 gal - Installed	\$9.34	\$252.17

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

Proposal for Extra Work at Pine Ridge CDD

50.00	EACH	Mini Pine Bark - Installed	\$9.28	\$464.04
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$416.15	\$416.15
Front of Clubhouse:			Subtotal	\$24,995.50
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$6,858.49	\$6,858.49
210.00	EACH	Variegated Confederate Jasmine 1 gal - Installed (To Fill in bed and around tree)	\$8.53	\$1,790.94
185.00	EACH	Liriope 1 gal - Installed	\$8.53	\$1,577.74
48.00	EACH	Loropetalum 7 gal - Installed	\$59.67	\$2,864.15
72.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,323.01
7.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$123.66
10.00	EACH	Podocarpus 7 gal - Installed	\$59.67	\$596.70
5,400.00	SQUARE FEET	St Augustine Sod - Installed (To Tighten Bedlines)	\$1.01	\$5,436.72
2.00	CUBIC YARD	Soil - Installed (For New Location of Flower Beds)	\$155.19	\$310.38
250.00	EACH	Mini Pine Bark - Installed	\$9.28	\$2,320.20
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,793.51	\$1,793.51
Front Left of Pool:			Subtotal	\$11,176.00
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,825.47	\$2,825.47
1.00	LUMP SUM	Remove and Stump Grind Hollie Trees.	\$1,344.34	\$1,344.34
5.00	EACH	Sable Palm 10-15' OA- Installed	\$566.98	\$2,834.91
41.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$753.38
11.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$194.32
81.00	EACH	Liriope 1 gal - Installed	\$8.53	\$690.79
20.00	EACH	Croton 3 gal - Installed	\$20.71	\$414.15
44.00	EACH	Blue Daze 1 gal - Installed	\$9.34	\$410.94
65.00	EACH	Mini Pine Bark - Installed	\$9.28	\$603.25
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,104.45	\$1,104.45
Front Right of Pool:			Subtotal	\$15,153.11
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$3,900.94	\$3,900.94
1.00	LUMP SUM	Remove and Stump Grind Hollie Trees.	\$1,935.85	\$1,935.85
7.00	EACH	Sable Palm 10-15' OA- Installed	\$566.98	\$3,968.87
14.00	EACH	Muhly Grass 3 gal - Installed	\$17.67	\$247.31
64.00	EACH	Jack Frost 3 gal - Installed	\$18.38	\$1,176.01

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

Proposal for Extra Work at Pine Ridge CDD

88.00	EACH	Liriope 1 gal - Installed	\$8.53	\$750.49
15.00	EACH	Croton 3 gal - Installed	\$20.71	\$310.61
33.00	EACH	Blue Daze 1 gal - Installed	\$9.34	\$308.21
450.00	SQUARE FEET	St Augustine Sod - Installed (For Rectangular Area)	\$1.01	\$453.06
85.00	EACH	Mini Pine Bark - Installed	\$9.28	\$788.87
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$1,312.89	\$1,312.89
Back of Pool:			Subtotal	\$7,055.94
1.00	LUMP SUM	Prep Area by removing existing plants/sod. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$2,287.74	\$2,287.74
230.00	EACH	Green Asiatic Jasmine 1 gal - Installed (Fill In Throughout Islands)	\$8.53	\$1,961.51
50.00	EACH	Variiegated Confederate Jasmine 1 gal - Installed (Fill In Throughout Islands)	\$8.53	\$426.42
21.00	EACH	Agapanthus 3 gal - Installed (Under 2 Patio Ligustrum Beds)	\$19.69	\$413.56
900.00	SQUARE FEET	St Augustine Sod - Installed (To Replace and Fill In)	\$1.01	\$906.12
25.00	EACH	Pine Fines - Installed	\$9.28	\$232.02
15.00	EACH	Mini Pine Bark - Installed	\$9.28	\$139.21
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$689.36	\$689.36
Back Left of Pool:			Subtotal	\$6,675.80
1.00	LUMP SUM	Prep Area by removing existing plants. Grade out area. Deep edge any hardscapes or bedlines. Remove Debris from site.	\$3,632.08	\$3,632.08
2,250.00	SQUARE FEET	St Augustine Sod - Installed (To Replace and Fill In)	\$1.01	\$2,265.30
1.00	LUMP SUM	Irrigation adjustments inspection and/or adjustments to provide proper coverage to all specific areas of newly installed plants. (included parts and labor)	\$778.42	\$778.42

For internal use only

SO# 8597075
JOB# 346100576
Service Line 130

Total Price \$127,396.62

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	Date	March 03, 2025
<small>Printed Name</small>		

BrightView Landscape Services, Inc. "Contractor"
Enhancement Manager

Signature	Title
James Chadwick Knight	March 03, 2025
<small>Printed Name</small>	<small>Date</small>

Job #: 346100576
SO #: 8597075 **Proposed Price: \$127,396.62**

Exclusions And Qualifications

Personnel/ Working Hours

- This Proposal is based upon personnel working normal daytime hours, 8 hour work day, 40 hour work week. Proposal excludes working in an ineffective manner (rain, unsafe working conditions, etc.)
- BrightView is an open shop contractor, non-signatory to any labor agreements.
- This Proposal is based on non-prevailing wage and non-union labor rates.
- This proposal is based on performing the work in one continuous operation and includes one mobilization of equipment, tools and resources to and from site.

Utilities, Traffic Control, and Permitting

- BrightView excludes any permits or applicable fees in this proposal. Permits and fees, if required, are to be supplied and paid for by others including street closure and traffic control plans.
- Permanent or temporary Water meter fees, permits, installation and cost for water not included in proposal.
- BrightView Landscape Maintenance, Inc. is not responsible for underground or overhead utilities or their re-routing.
- BrightView is not responsible for unmarked private utilities.
- A minimum of (48) hour notice prior to mobilization must be provided for proper underground utility marking, etc. in public areas.
- The owner shall be responsible for identifying and marking all underground utilities within in the work site.
- BrightView shall accept no responsibility for damage to any unmarked underground utilities.

Scope of Work/ Project Specifications

- No import or export soils are provided for in this proposal except as noted in the scope of work. All planting spoils to be used on-site.
- Equipment access roads and level crane pads are to be provided at the time of installation and approved by BrightView prior to mobilization.
- Any and all concrete or asphalt cutting, demolition, removal and replacement to be performed by others.
- Hardscape, electrical, surveying, metal work or waterproofing or any other scope not specified in this proposal are excluded.
- No demolition work is provided for in this proposal except as noted in the scope of work.
- BrightView will receive the site clean and free of weeds and construction debris and in finish graded condition (plus or minus 1/10th foot)
- Site is to be readily accessible by smooth bucket skip loader, forklift, and workmen with hand tools, semi-truck and trailer.
- Cutting, patching or penetration of planter walls is excluded. Coring of structures has not been included. All necessary penetrations into existing planters, sealing of these penetrations, etc. to be by others.
- Waterproofing, protection boards, and topping slabs shall be completed, in place and tested by others prior to mobilization.
- Specified plant materials are subject to availability at the time of construction.

Irrigation

- BrightView shall be given sufficient notice to place irrigation sleeves prior to paving, curbing or wall footings being poured.
- No hardscape (asphalt, concrete, etc.) cutting for purposes of installing irrigation piping, wires, etc. is provided in this proposal.
- Irrigation to be taken from provided point of connection. Water meter installation excluded.
- Irrigation to be installed per plan. Any necessary irrigation modifications to be billed at time and materials.
- Power (110v) P.O.C. for irrigation controller will be provided by the others.
- BrightView will warranty the irrigation system, with regards to material and workmanship for (90) days post-installation.

Warranty

- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year.
- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

FIFTH ORDER OF BUSINESS

D.

2.

Pine Ridge Plantation Community Development District

4200 Pine Ridge Parkway, Middleburg, Florida 32068

904-291-8878

Date: March 18, 2025
To: Pine Ridge Plantation CDD, Board of Supervisors
From: Maria Cranford, Amenity Manager & Operations Manager
Re: Monthly Facility Memorandum

Completed Items:

- The larger dumpster has been delivered and RMS staff was able to fix the gate latch to allow for the dumpster to be properly secured in hopes of preventing unauthorized dumping
- RMS staff removed several trailer loads of trash that had been illegally dumped on CDD property along Tynes and Isle of Pine area
- Turner Pest control completed service of the facility on January 17th. Next service will be sometime in April
- Safe Slide Restoration completed the annual maintenance servicing to the water slide ahead of schedule. They were on site February 21st to check all seams, wash and wax the slide. It is good to go for the season!
- RMS staff fixed the cylinder lock to the side entry clubhouse door
- RMS staff fixed several loose tiles in the men's pool side restroom near the shower as well as additional tile in the kitchen of the clubhouse
- Several stacked stones that had come off of the outdoor kitchen counter area have been reattached
- RMS staff removed the build up of leaves inside the dumpster gate area
- All facility clocks have been adjusted for daylight savings time
- Pye Barker Fire and Safety has completed the three (3) year dry system and leak test of the facilities sprinkler system and also installed new signage by the large backflow

- RMS staffed replaced a broken shower head for one of the pool deck showers
- RMS continues to remove graffiti art being left behind on the surface of the sports courts (kids using the rocks like chalk to doodle) and scrapping up gum and other trash left behind

In Progress Items:

- RMS staff will be painting the dump bucket feature after spring break, as the weather prevented the ability to complete the task prior to the start of spring break
- 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 installed the new annuals on January 24th
- 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 January and February = 11
- Number of rentals tentatively scheduled for March and April = 10
- Weather permitting, the water slide will run from 11 to 5 p.m. on March 15th and 16th as well as March 22nd and 23rd for Spring break and will resume again, the first weekend in May
- Staff has gone through all first aid supplies and lifeguard equipment to restock and replace necessary items in preparation of the pool season

- Frozen Sweets truck was at the amenity center on January 26th from 1 to 4 p.m.
- Frozen Sweets truck was at the amenity center on February 22nd from 1 to 5 p.m.
- El Agave Azul was at the amenity center on February 25th from 5 to 8 p.m. and they are scheduled to return on March 25th, April 22nd and again on May 27th
- Fudtrip the Filipino Kitchen was originally scheduled to be at the amenity center on February 28th, however was canceled due to the weather and we are working to plan a new date for some time in April
- A plant swap event will be held in the amenity parking lot again this year on March 15th
- Filipin Go is scheduled to be at the amenity center on March 26th
- Community yard is being planned for March 22nd and 23rd and again in April on the 26th and 27th
- Community Easter event will be held at the amenity center on April 12th from 3 to 6 p.m. The event will feature egg hunts for three (3) separate age groups, various prizes, the Easter bunny, petting zoo and pony rides
- Advertising is still being done for the 2025 lifeguard season
- 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 March 13th 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 March 11th at 6 p.m.

SEVENTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
PINE RIDGE PLANTATION
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District was held on Tuesday, January 21, 2025, 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 <i>by phone</i>	Vice Chairman
Jack Montoya	Supervisor
Nelson Nazario	Supervisor

Also, present were:

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:03 p.m. Three Board members were present constituting a quorum. Mr. Lewis joined by phone.

SECOND ORDER OF BUSINESS

Public Comments (*Regarding Agenda Items Listed Below*)

Ms. Giles opened the public comment period.

Meghan Ausen (4683 Pine Lake Dr) commented on pond issue. Mr. Soriano noted they came out and toured the property but didn't see any evidence related to the erosion. The erosion is coming off the houses so private property is causing damage to CDD property. He discussed money set aside and the work that would be needed.

THIRD ORDER OF BUSINESS

Consideration of Proposals

A. Brightview

Ms. Fisher presented Brightview proposals on page 7, 9, 11 and 13 of the agenda package. The Board decided to hold off on the roses. The Board tabled the Tynes Blvd curb clean up until they see what the county can do.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, all in favor, the Jasmine Bed in front of the Playground NTE \$2661.43 & Refresh of the Rock inside the Pool Area NTE \$419.13, was approved.

B. Safe Slide

Ms. Cranford presented the Safe Slide proposals.

On MOTION by Mr. Biagetti, seconded by Mr. Nazario, with all in favor, the Safe Slide Yearly Protection Plan Option B, was approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing to report.

B. District Manager

Ms. Giles stated the Board did great finishing the ethics training for 2024. Form 1 needs to be completed online prior to July 1st. The ethics training is yearly. She updated the Board on the reimbursement from when the Charter School was built in 2015.

C. Engineer – Public Facilities Report

Ms. Giles reviewed the Public Facilities Report by Matthews DCCM on page 24 of the agenda package.

On MOTION by Mr. Nazario, seconded by Mr. Montoya, with all in favor, Accepting the Public Facilities Report, was approved.

D. Amenity & Operations Manager

Ms. Cranford presented the Amenity Management Report. She will track future weather forecasting to pinpoint a date for the next community yard sale as well as planning the Easter event.

1. Landscape Quality Inspection Report

Ms. Fisher presented the Landscape Inspection Report. She noted TruGreen is doing good.

2. Report

Mr. Soriano noted T&M has been working on the lighting, no timeline yet.

FIFTH ORDER OF BUSINESS

Public Comments/Supervisor’s Requests

There being no comments, the next item followed.

SEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the November 19, 2024, Meeting

Ms. Giles presented the minutes from the November 19, 2024 meeting. She asked for a motion to approve.

On MOTION by Mr. Montoya, seconded by Mr. Biagetti, with all in favor, the Minutes of the November 19, 2024 Meeting, were approved.

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

Ms. Giles stated the balance sheet and income statement for the period of November 30, 2024 are on page 44 of the agenda package.

C. Assessment Receipts Schedule

Ms. Giles noted the Assessment Receipts Schedule shows the District is 95% collected.

D. Approval of Check Register

Ms. Giles presented the check registers for October and November totaling \$110,131.15.

On MOTION by Mr. Nazario, seconded by Mr. Biagetti, with all in favor, the October & November Check Registers, was approved.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – 03/18/25 @ 6:00 p.m. at the Pine Ridge Plantation Amenity Center

Ms. Giles stated the next meeting is scheduled for March 18, 2025, at 6:00 p.m. at the same location.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Biagetti, 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
January 31, 2025



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
January 31, 2025

	General Fund	Capital Reserve Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account - Hancock	\$ 27,047	\$ 22,603	\$ -	\$ -	\$ 49,650
Assessments Receivable	-	-	-	-	-
Due from Other	-	-	-	-	-
Due from General Fund	-	-	-	-	-
Investments:					
State Board of Administration (SBA)	861,394	691,256	-	-	1,552,650
Custody US Bank Account	30,506	-	-	-	30,506
Series 2020					
Reserve A1	-	-	173,593	-	173,593
Reserve A2	-	-	113,875	-	113,875
Revenue	-	-	1,000,029	-	1,000,029
Prepay 2020A1	-	-	734	-	734
Construction	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Deposits	-	-	-	-	-
Total Assets	\$ 918,947	\$ 713,859	\$ 1,288,231	\$ -	\$ 2,921,037
Liabilities:					
Accounts Payable	\$ 3,966	-	\$ -	\$ -	\$ 3,966
Accrued Expenses	2,093	-	-	-	2,093
Due to Debt Service	-	-	-	-	-
Due to Others	-	-	-	-	-
Total Liabilities	\$ 6,059	\$ -	\$ -	\$ -	\$ 6,059
Fund Balance:					
Restricted for:					
Debt Service	\$ -	\$ -	\$ 1,288,231	\$ -	\$ 1,288,231
Capital Project	-	-	-	-	-
Assigned for:					
Capital Reserve Fund	-	713,859	-	-	713,859
Capital Reserves	-	-	-	-	-
Unassigned	912,888	-	-	-	912,888
Total Fund Balances	\$ 912,888	\$ 713,859	\$ 1,288,231	\$ -	\$ 2,914,978
Total Liabilities & Fund Balance	\$ 918,947	\$ 713,859	\$ 1,288,231	\$ -	\$ 2,921,037

Pine Ridge Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 750,976	\$ 732,121	\$ 732,121	\$ -
Misc./Facility Rental Income	5,000	1,667	1,050	(617)
Interest Income	12,500	4,167	7,668	3,501
Total Revenues	\$ 768,476	\$ 737,955	\$ 740,839	\$ 2,884

Expenditures:

General & Administrative:

Supervisor Fees	\$ 8,000	\$ 1,800	\$ 1,800	\$ -
PR-FICA	612	138	138	-
Engineering	3,000	1,000	4,305	(3,305)
Attorney	20,000	6,667	779	5,888
Annual Audit	3,175	-	-	-
Assessment Administration	5,911	5,911	5,911	-
Arbitrage Rebate	600	-	-	-
Dissemination Agent	5,565	1,855	1,855	-
Trustee Fees	4,100	4,100	4,041	59
Management Fees	54,866	18,289	18,289	-
Information Technology	1,696	565	565	-
Website Maintenance	1,272	424	424	-
Telephone	500	167	32	135
Postage & Delivery	1,000	333	154	180
General Liability and Public Officials Insurance	10,146	10,146	9,868	278
Printing & Binding	1,500	500	69	431
Legal Advertising	1,500	500	44	456
Other Current Charges	600	200	233	(33)
Office Supplies	300	100	2	98
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 124,517	\$ 52,869	\$ 48,682	\$ 4,187

Operations & Maintenance

Grounds Maintenance

Landscape Maintenance	\$ 161,948	\$ 53,983	\$ 53,983	\$ (0)
Lake Maintenance	14,830	4,943	3,500	1,443
Electric	3,000	1,000	554	447
Water	26,000	8,667	8,428	239
Repairs And Maintenance	22,000	7,333	7,907	(574)
Irrigation Repairs	4,000	1,333	2,092	(759)
Contingencies	4,451	-	-	-
Subtotal Grounds Maintenance	\$ 236,229	\$ 77,259	\$ 76,463	\$ 796

Pine Ridge Plantation

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
Amenity Center				
Property Insurance	\$ 27,728	\$ 27,728	\$ 26,532	\$ 1,196
General Facility Maintenance	24,200	8,067	10,971	(2,905)
Repairs & Replacements	24,200	8,067	6,889	1,177
Recreational Passes	500	-	-	-
Office Supplies	500	167	259	(92)
Permit Fees	780	-	-	-
Contingency	1,000	-	-	-
Special Events	15,000	5,000	4,533	467
Security	18,646	6,215	6,443	(228)
Utilities				
Water & Sewer	5,400	1,800	1,432	368
Electric	25,000	8,333	6,869	1,464
Cable/Phone/Internet	5,900	1,967	2,235	(269)
Refuse Service	11,040	3,680	5,129	(1,449)
Management Contracts				
Amenity Management	71,472	23,824	23,824	(0)
Facility Assistant	14,000	-	-	-
Field Management Services	27,168	9,056	9,056	(0)
Lifeguards	20,511	-	-	-
Pool Maintenance	16,500	5,500	5,500	-
Pool Chemicals	22,333	7,444	6,786	659
Janitorial	10,080	3,360	3,360	-
Janitorial Supplies	5,000	1,667	776	891
Subtotal Amenity Center	\$ 346,957	\$ 121,874	\$ 120,594	\$ 1,280
Total Operations & Maintenance	\$ 583,186	\$ 199,133	\$ 197,057	\$ 2,077
Total Expenditures	\$ 707,703	\$ 252,003	\$ 245,739	\$ 6,264
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773		\$ 495,100	
<i>Other Financing Sources/(Uses):</i>				
Capital Reserve Transfer In/(Out)	\$ (83,529)	\$ -	-	\$ -
Total Other Financing Sources/(Uses)	\$ (83,529)	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ (22,756)		\$ 495,100	
Fund Balance - Beginning	\$ 22,756		\$ 417,788	
Fund Balance - Ending	\$ (0)		\$ 912,888	

Pine Ridge Plantation

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
Revenues				
Interest	\$ 3,353	\$ 3,353	\$ 11,054	\$ 7,701
Total Revenues	\$ 3,353	\$ 3,353	\$ 11,054	\$ 7,701
Expenditures:				
Capital Outlay	\$ 50,000	\$ 16,667	\$ 49,612	\$ (32,945)
Repairs and Maintenance	22,380	7,460	-	7,460
Other Service Charges	500	167	152	14
Total Expenditures	\$ 72,880	\$ 24,293	\$ 49,764	\$ 7,474
Excess (Deficiency) of Revenues over Expenditures	\$ (69,527)		\$ (38,709)	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ 83,529	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ 83,529	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 14,002		\$ (38,709)	
Fund Balance - Beginning	\$ 657,746		\$ 752,568	
Fund Balance - Ending	\$ 671,748		\$ 713,859	

Pine Ridge Plantation

Community Development District

Debt Service Fund Series 2020

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 926,572	\$ 903,336	\$ 903,336	\$ -
Interest Income	20,000	6,667	8,910	2,243
Total Revenues	\$ 946,572	\$ 910,003	\$ 912,246	\$ 2,243
Expenditures:				
Series 2020 A1				
Interest Expense - 11/1	\$ 92,024	\$ 92,024	\$ 92,024	\$ -
Interest Expense - 5/1	92,024	-	-	-
Principal Expense - 5/1	510,000	-	-	-
Series 2020 A2				
Interest Expense - 11/1	41,256	41,256	41,256	-
Interest Expense - 5/1	41,256	-	-	-
Principal Expense - 5/1	145,000	-	-	-
Total Expenditures	\$ 921,561	\$ 133,281	\$ 133,281	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 25,010		\$ 778,965	
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 25,010		\$ 778,965	
Fund Balance - Beginning	\$ 221,031		\$ 509,266	
Fund Balance - Ending	\$ 246,042		\$ 1,288,231	

Pine Ridge Plantation
Community Development District
 Month to Month

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:														
Special Assessments - Tax Roll	\$ 750,976	\$ -	\$ 27,951	\$ 692,014	\$ 12,156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 732,121
Misc./Facility Rental Income	5,000	-	1,050	-	-	-	-	-	-	-	-	-	-	1,050
Interest Income	12,500	1,075	1,014	1,198	4,381	-	-	-	-	-	-	-	-	7,668
Total Revenues	\$ 768,476	\$ 1,075	\$ 30,015	\$ 693,212	\$ 16,537	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 740,839
Expenditures:														
General & Administrative:														
Supervisor Fees	\$ 8,000	\$ -	\$ 1,000	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,800
PR-FICA	612	-	77	-	61	-	-	-	-	-	-	-	-	138
Engineering	3,000	1,529	1,668	-	1,108	-	-	-	-	-	-	-	-	4,305
Attorney	20,000	358	421	-	-	-	-	-	-	-	-	-	-	779
Annual Audit	3,175	-	-	-	-	-	-	-	-	-	-	-	-	-
Assessment Administration	5,911	5,911	-	-	-	-	-	-	-	-	-	-	-	5,911
Arbitrage Rebate	600	-	-	-	-	-	-	-	-	-	-	-	-	-
Dissemination Agent	5,565	464	464	464	464	-	-	-	-	-	-	-	-	1,855
Trustee Fees	4,100	4,041	-	-	-	-	-	-	-	-	-	-	-	4,041
Management Fees	54,866	4,572	4,572	4,572	4,572	-	-	-	-	-	-	-	-	18,289
Information Technology	1,696	141	141	141	141	-	-	-	-	-	-	-	-	565
Website Maintenance	1,272	106	106	106	106	-	-	-	-	-	-	-	-	424
Telephone	500	-	15	-	16	-	-	-	-	-	-	-	-	32
Postage & Delivery	1,000	76	37	32	9	-	-	-	-	-	-	-	-	154
General Liability and Public Officials Insurance	10,146	9,868	-	-	-	-	-	-	-	-	-	-	-	9,868
Printing & Binding	1,500	56	1	12	1	-	-	-	-	-	-	-	-	69
Legal Advertising	1,500	-	-	-	44	-	-	-	-	-	-	-	-	44
Other Current Charges	600	62	47	69	54	-	-	-	-	-	-	-	-	233
Office Supplies	300	0	0	0	0	-	-	-	-	-	-	-	-	2
Dues, Licenses & Subscriptions	175	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 124,517	\$ 27,359	\$ 8,550	\$ 5,397	\$ 7,377	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,682

Pine Ridge Plantation
Community Development District
Month to Month

	Adopted Budget	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Operations & Maintenance														
Grounds Maintenance														
Landscape Maintenance	\$ 161,948	\$ 13,496	\$ 13,496	\$ 13,496	\$ 13,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	53,983
Lake Maintenance	14,830	875	875	875	875	-	-	-	-	-	-	-	-	3,500
Electric	3,000	179	187	188	-	-	-	-	-	-	-	-	-	554
Water	26,000	1,832	2,484	2,380	1,731	-	-	-	-	-	-	-	-	8,428
Repairs And Maintenance	22,000	5,695	950	1,262	-	-	-	-	-	-	-	-	-	7,907
Irrigation Repairs	4,000	-	-	1,762	330	-	-	-	-	-	-	-	-	2,092
Contingencies	4,451	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Grounds Maintenance	\$ 236,229	\$ 22,077	\$ 17,992	\$ 19,962	\$ 16,432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	76,463
Amenity Center														
Property Insurance	\$ 27,728	\$ 26,532	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	26,532
General Facility Maintenance	24,200	1,543	2,374	4,586	2,469	-	-	-	-	-	-	-	-	10,971
Repairs & Replacements	24,200	3,687	1,946	518	738	-	-	-	-	-	-	-	-	6,889
Recreational Passes	500	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	500	-	161	-	98	-	-	-	-	-	-	-	-	259
Permit Fees	780	-	-	-	-	-	-	-	-	-	-	-	-	-
Contingency	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Events	15,000	1,880	-	2,654	-	-	-	-	-	-	-	-	-	4,533
Security	18,646	487	942	1,687	3,327	-	-	-	-	-	-	-	-	6,443
Utilities														
Water & Sewer	5,400	345	362	362	362	-	-	-	-	-	-	-	-	1,432
Electric	25,000	1,978	1,526	1,632	1,733	-	-	-	-	-	-	-	-	6,869
Cable/Phone/Internet	5,900	550	550	550	585	-	-	-	-	-	-	-	-	2,235
Refuse Service	11,040	917	917	1,919	1,375	-	-	-	-	-	-	-	-	5,129
Management Contracts														
Amenity Management	71,472	5,956	5,956	5,956	5,956	-	-	-	-	-	-	-	-	23,824
Facility Assistant	14,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Field Management Services	27,168	2,264	2,264	2,264	2,264	-	-	-	-	-	-	-	-	9,056
Lifeguards	20,511	-	-	-	-	-	-	-	-	-	-	-	-	-
Pool Maintenance	16,500	1,375	1,375	1,375	1,375	-	-	-	-	-	-	-	-	5,500
Pool Chemicals	22,333	1,694	1,593	1,800	1,700	-	-	-	-	-	-	-	-	6,786
Janitorial	10,080	840	840	840	840	-	-	-	-	-	-	-	-	3,360
Janitorial Supplies	5,000	249	233	152	141	-	-	-	-	-	-	-	-	776
Subtotal Amenity Center	\$ 346,957	\$ 50,297	\$ 21,038	\$ 26,295	\$ 22,965	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	120,594
Total Operations & Maintenance	\$ 583,186	\$ 72,374	\$ 39,030	\$ 46,257	\$ 39,396	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	197,057
Total Expenditures	\$ 707,703	\$ 99,733	\$ 47,580	\$ 51,653	\$ 46,773	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	245,739
Excess (Deficiency) of Revenues over Expenditures	\$ 60,773	\$ (98,658)	\$ (17,565)	\$ 641,559	\$ (30,236)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	495,100
Other Financing Sources/Uses:														
Transfer In/(Out)	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Other Financing Sources/Uses	\$ (83,529)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Net Change in Fund Balance	\$ (22,756)	\$ (98,658)	\$ (17,565)	\$ 641,559	\$ (30,236)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	495,100

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)
Current Bonds Outstanding		\$7,620,000

*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	113,875	
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)
Current Bonds Outstanding		\$2,335,000
Total Bonds Outstanding		\$9,955,000

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
TOTAL ASSESSED NET	737	926,571.52	750,952.74	1,677,524.26

RECEIVED	BALANCE DUE	SERIES 2020A DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
TAX ROLL	30,058.50	909,968.87	737,496.89	1,647,465.76
TOTAL RECEIPTS	30,058.50	909,968.87	737,496.89	1,647,465.76

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
6	1/27/2025	14,998.80	12,155.99	27,154.79
7	2/6/2025	6,632.65	5,375.53	12,008.18
		-	-	-
		-	-	-
		-	-	-
		-	-	-
TOTAL FY24 TAX ROLL RECEIPTS		909,968.87	737,496.89	1,647,465.76

% TAX ROLL COLLECTED	98.21%	98.21%	98.21%
TOTAL COLLECTED	98.21%	98.21%	98.21%

D.

Pine Ridge Plantation
COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025
Check Register

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
General Fund		
01/08/25	3507-3519	\$ 18,535.28
01/14/25	3520-3523	25,195.30
01/23/25	3524-3527	7,644.35
		\$ 51,374.93
Capital Reserve		
01/23/25	76-77	\$ 42,186.72
		\$ 42,186.72
Utilities and Autopayments		
01/17/25	Waste Management	\$ 1,375.45
01/17/25	SafeTouch	87.10
01/23/25	IRS FICA Payment	122.40
01/27/25	Comcast	585.23
01/31/25	Clay Electric	1,733.43
		\$ 3,903.61
TOTAL		\$97,465.26

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/08/25	00183	12/18/24	9180926	202412	320	53800	46300		IRRIGATION REPAIRS BRIGHTVIEW LANDSCAPE SERVICES, INC	*	536.94	536.94	003507
1/08/25	00183	12/18/24	9180927	202412	320	53800	46300		LOCATE & DIAGNOSE VALVE BRIGHTVIEW LANDSCAPE SERVICES, INC	*	320.00	320.00	003508
1/08/25	00183	12/18/24	9180928	202412	320	53800	46300		REPLACE ADD-A-ZONE BRIGHTVIEW LANDSCAPE SERVICES, INC	*	465.00	465.00	003509
1/08/25	00183	12/18/24	9180929	202412	320	53800	46300		LATERAL LINE REPAIR-IRRG BRIGHTVIEW LANDSCAPE SERVICES, INC	*	440.00	440.00	003510
1/08/25	00003	1/01/25	265	202501	310	51300	34000		JAN MANAGEMENT FEES	*	4,572.17		
		1/01/25	265	202501	310	51300	49100		JAN WEBSITE ADMIN	*	106.00		
		1/01/25	265	202501	310	51300	35100		JAN INFORMATION TECH	*	141.33		
		1/01/25	265	202501	310	51300	31300		JAN DISSEMINATION SVCS	*	463.75		
		1/01/25	265	202501	310	51300	51000		OFFICE SUPPLIES	*	.39		
		1/01/25	265	202501	310	51300	42000		POSTAGE	*	8.97		
		1/01/25	265	202501	310	51300	42500		COPIES	*	.75		
		1/01/25	265	202501	310	51300	41000		TELEPHONE	*	16.20		
									GOVERNMENTAL MANAGEMENT SERVICES			5,309.56	003511
1/08/25	00106	12/31/24	12312024	202411	330	57200	34500		SECURITY: NOV 2ND & 15TH MATTHEW EDMONSON	*	400.00	400.00	003512
1/08/25	00106	12/31/24	12312024	202412	330	57200	34500		SECURITY: DEC 13TH & 20TH MATTHEW EDMONSON	*	400.00	400.00	003513
1/08/25	00176	12/28/24	122024	202412	330	57200	34500		SECURITY: DEC 7 & DEC 28 MICHAEL C LAYNE	*	1,200.00	1,200.00	003514

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/08/25	00054	1/01/25	13129562	202501	330-57200-46500		JAN POOL CHEMICALS POOLSURE	*	1,669.21	1,669.21	003515
1/08/25	00131	12/19/24	IV000374	202412	330-57200-46000		ANNUAL INSPECTIONS PYE-BARKER FIRE & SAFETY INC	*	1,008.00	1,008.00	003516
1/08/25	00073	12/27/24	550	202411	330-57200-46000		GENERAL FACILITY MAINT	*	2,373.60		
		12/27/24	550	202411	330-57200-46201		JANITORIAL SUPPLIES	*	232.86		
		12/27/24	550	202411	330-57200-51000		OFFICE SUPPLIES	*	160.83		
		12/27/24	550	202411	330-57200-46100		AMENITY REPAIRS & RPLMTS	*	1,139.28		
							RIVERSIDE MANAGEMENT SERVICES INC			3,906.57	003517
1/08/25	00073	12/27/24	551	202412	330-57200-46000		PRESSURE WASHING-FACILITY	*	1,578.00		
		12/27/24	551	202412	320-53800-46000		PRESSURE WASHING-GROUNDS	*	427.00		
							RIVERSIDE MANAGEMENT SERVICES INC			2,005.00	003518
1/08/25	00076	1/02/24	240154B	202501	320-53800-46400		JAN LAKE MAINTENANCE	*	875.00		
							THE LAKE DOCTORS INC			875.00	003519
1/14/25	00183	1/01/25	9186436	202501	320-53800-46200		JAN LANDSCAPE MAINTENANCE	*	13,495.67		
							BRIGHTVIEW LANDSCAPE SERVICES, INC			13,495.67	003520
1/14/25	00069	1/09/25	2025-293	202501	310-51300-48000		NOTICE OF MEETING-1/21/25	*	44.10		
							OSTEEN MEDIA GROUP - CLAY TODAY			44.10	003521
1/14/25	00204	1/13/25	192491	202512	310-51300-31100		DEC ENGINEERING SERVICES	*	1,190.00		
							MATTHEWS DESIGN GROUP LLC			1,190.00	003522
1/14/25	00073	1/01/25	549	202501	330-57200-46200		JAN JANITORIAL SERVICES	*	840.00		
		1/01/25	549	202501	330-57200-46400		JAN POOL MAINTENANCE SVCS	*	1,375.00		
		1/01/25	549	202501	330-57200-34000		JAN FIELD MGMT/ADMIN	*	2,264.00		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/01/25	549	1/01/25	549	202501	330	57200	34100		JAN FACILITY MANAGEMENT	*	5,956.00		
1/01/25	549	1/01/25	549	202501	330	57200	46500		POOL CHEMS-PHOSPHATE RMVR	*	30.53		
RIVERSIDE MANAGEMENT SERVICES INC											10,465.53	003523	
1/23/25	00193	9/15/24	20220106	202501	330	57200	34500		ANNUAL CLOUD RECORDING	*	3,240.00		
BRANDON WILLIAM KEATING											3,240.00	003524	
1/23/25	00185	1/13/25	3511850	202410	310	51300	31500		OCT GENERAL COUNSEL	*	357.50		
1/13/25		1/13/25	3511850	202411	310	51300	31500		NOV GENERAL COUNSEL	*	421.04		
KUTAK ROCK LLP											778.54	003525	
1/23/25	00073	1/13/25	552	202412	330	57200	46000		GENERAL FACILITY MAINT	*	2,000.00		
1/13/25		1/13/25	552	202412	320	53800	46000		REPAIR & MAINT	*	834.80		
1/13/25		1/13/25	552	202412	330	57200	46201		JANITORIAL SUPPLIES	*	151.97		
1/13/25		1/13/25	552	202412	330	57200	46100		AMENITY REPAIRS & REPLMNTS	*	518.10		
RIVERSIDE MANAGEMENT SERVICES INC											3,504.87	003526	
1/23/25	00152	1/17/25	62019185	202501	330	57200	46000		JAN PEST CONTROL	*	120.94		
TURNER PEST CONTROL,LLC											120.94	003527	
TOTAL FOR BANK A											51,374.93		
TOTAL FOR REGISTER											51,374.93		

INVOICE

BrightView

Landscape Services

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

Customer #: 24488830
Invoice #: 9180926
Invoice Date: 12/18/2024
Sales Order: 8564399
Cust PO #:

Project Name: Pine Ridge - Irrigation inspection repair proposal
Project Description: Pine Ridge Irrigation inspection repair proposal

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD	9.000	EA	41.66	374.94
	6" Spray head				
	Rotor	1.000	EA	62.00	62.00
	Nozzle	10.000	EA	10.00	100.00
<i>Grounds Repair & maintenance</i> <i>1.320.53800.46000</i> <i>W 12/20/24</i>					
				Total Invoice Amount	536.94
				Taxable Amount	
				Tax Amount	
				Balance Due	536.94

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9180926
Invoice Date: 12/18/2024

Amount Due: \$ 536.94

Thank you for allowing us to serve you

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

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

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

INVOICE

BrightView

Landscape Services

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

Customer #: 24488830
Invoice #: 9180927
Invoice Date: 12/18/2024
Sales Order: 8564410
Cust PO #:

Project Name: Pine Ridge - Proposal to locate and diagnose irrigation valve not operating
Project Description: Zone 12 on the monument clock does not operate. Valve needs to be located.

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Solenoid	1.000	EA	150.00	150.00
	Tech labor to locate valve and diagnose issue	2.000	EA	85.00	170.00
<i>Grounds Repair & maintenance</i> <i>1.320.53800.46000</i> <i>[Signature]</i> 12/20/24					
Total Invoice Amount					320.00
Taxable Amount					
Tax Amount					
Balance Due					320.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 392-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9180927
Invoice Date: 12/18/2024

Amount Due: \$ 320.00

Thank you for allowing us to serve you

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

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

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

INVOICE

BrightView

Landscape Services

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

Customer #: 24488830
Invoice #: 9180928
Invoice Date: 12/18/2024
Sales Order: 8564412
Cust PO #:

Project Name: Pine Ridge - Proposal to replace add a zone
Project Description: Zones 6 & 9 do not operate on the clock at Pine Ridge Pkwy and Pine Island Ct

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD Replace Add a zone (not working)	1.000	EA	465.00	465.00
<p><i>Grounds Repair & maintenance</i> <i>1.320.53806 46006</i> <i>12/20/24</i></p>					
Total Invoice Amount					465.00
Taxable Amount					
Tax Amount					
Balance Due					465.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 297-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9180928
Invoice Date: 12/18/2024

Amount Due: \$ 465.00

Thank you for allowing us to serve you

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

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

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

INVOICE

BrightView
Landscape Services

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

Customer #: 24488830
Invoice #: 9180929
Invoice Date: 12/18/2024
Sales Order: 8564415
Cust PO #:

Project Name: Pine Ridge - Proposal to repair irrigation lateral line break
Project Description: Broken lateral line is located in the finger island in front of the playground at the Amenity Center

Job Number	Description	Qty	UM	Unit Price	Amount
346100576	Pine Ridge CDD				
	Misc PVC parts for repair	1.000	EA	100.00	100.00
	Tech labor to complete lateral line repair	4.000	HR	85.00	340.00
<p><i>Grounds repair & maintenance</i> <i>1.326.53800.46000</i> <i>[Signature] 12/20/24</i></p>					
Total Invoice Amount					440.00
Taxable Amount					
Tax Amount					
Balance Due					440.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 297-0716

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24488830
Invoice #: 9180929
Invoice Date: 12/18/2024

Amount Due: \$ 440.00

Thank you for allowing us to serve you

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

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

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

Governmental Management Services, LLC

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

Invoice

Invoice #: 265
Invoice Date: 1/1/25
Due Date: 1/1/25
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 - January 2025		4,572.17	4,572.17
Website Administration -January 2025		106.00	106.00
Information Technology - January 2025		141.33	141.33
Dissemination Agent Services - January 2025		463.75	463.75
Office Supplies		0.39	0.39
Postage		8.97	8.97
Copies		0.75	0.75
Telephone		16.20	16.20

RECEIVED
By Tara Lee at 9:47 am, Jan 06, 2025

Total	\$5,309.56
Payments/Credits	\$0.00
Balance Due	\$5,309.56

Michael Layne



CCSO OFF-DUTY INVOICE

INVOICE DATE
DECEMBER 2024

Security Monitoring
1.530.57200.34500
12/30/24

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

FOR:
prmgr@riversidemgtsvc.com

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
12/07/24	Amenity center checked, neighborhood patrol, disabled vehicle on Lantern Light, citizen contact, amenity center checked,	2000/2400	4.0	\$50.00	\$200.00
12/28/24	Amenity Center checked - 1 person using the fitness center, neighborhood patrol, amenity center checked, neighborhood patrol, amenity center checked.	2145/0145	4.0	\$50.00	\$200.00
DEPUTY SIGNATURE: <i>Michael C. Layne</i>	Total		24.00		\$1200.00

Make all checks payable to Michael Layne

Thank you for your business!



Invoice

Date Invoice#

1/1/2025
131295626381

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

Terms	Net 20
Due Date	1/21/2025
PO #	

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

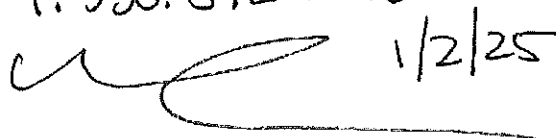
Ship To
GMS, LLC - Pine Ridge Plantation 4200 Pine Ridge Pkwy. Middleburg FL 32068

Save in 2025 by prepaying your annual amount. Customers who prepay for 2025 by 12/31/2024 will receive a 5% discount on their annual rate. Contact ar@poolsure.com and request your 2025 annual invoice.

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees

Item	Description	Qty	Units	Amount
	Water Management Flat Billing Rate	1	ea	\$1,610.16
	Monthly rental fee for storage shed	1	ea	\$10.00
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$49.05

Subtotal \$1,669.21
Tax \$0.00
Total \$1,669.21
Amount Paid/Credit Applied \$0.00
Balance Due \$1,669.21

Pool Chemicals
1.330.57200.46500
 1/2/25

RECEIVED
By Tara Lee at 9:28 am, Jan 03, 2025



131295626381



INVOICE

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


Customer PO:	Order No:	Invoice No:	Due Date:
	ST00347010	IV00374944	01/18/2025
Invoice Date:	Terms:	Invoice Total:	Amount Due:
12/19/2024	Net 30	1,008.00	1,008.00

License: Jacksonville: FED22-000076 / FED20-000005 / EF00001197 - Tampa: FPI18-000123 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	CON0000037915	Jacksonville, FL	46192	46192	Robert Johnson

Item	Description	Qty	Unit Price	Total	Tax
DPC	Dispatch And Compliance	1	105.00	105.00	0.00
INSPQLQCA	Annual E-Light Quick Check Insp	39	7.00	273.00	0.00
INSPFAA	Annual Fire Alarm Insp	1	375.00	375.00	0.00
IA	Annual Fire Ext Insp	3	10.00	30.00	0.00
INSPDRYA	Annual Sprinkler Dry Insp	1	225.00	225.00	0.00
	Work Notes: Annual Sprinkler, Alarm, Fire Extinguisher, & E-Light Inspections  Save time and stamps by going paperless. View, print, and pay your invoices online at https://customer.pyebarkerfire.com/				

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

PAY NOW:

Use the token below to create your account

JDIF+T2+qbc=
<https://customer.pyebarkerfire.com>

Subtotal	1,008.00
Tax	0.00
Freight	0.00
Total	1,008.00

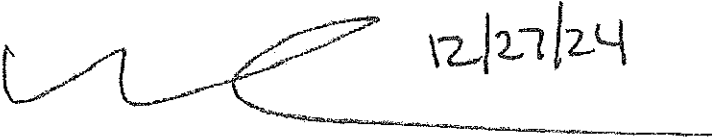
General Facility maintenance
1.330.572005.460000
W 12/20/24

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 550
Invoice Date: 12/27/2024
Due Date: 12/27/2024
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 November 1 - November 30, 2024		2,373.60	2,373.60
Maintenance Supplies		1,532.97	1,532.97
<i>• General Facility maintenance - \$2,373.60 1.330.57200.46000</i>			
<i>• Janitorial Supplies - \$232.86 1.330.57206.46261</i>			
<i>• Office Supplies - \$160.83 1.330.57200.51000</i>			
<i>• Amenity Repairs & Replacements - \$1,139.28 1.330.57200.46100</i>			
 12/27/24			
		Total	\$3,906.57
		Payments/Credits	\$0.00
		Balance Due	\$3,906.57

Alison Mossing
12-30-24

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/1/24	3.38	J.W.	Replaced flush valves in women's room, repaired busted water line in restroom
11/4/24	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
11/6/24	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
11/7/24	3.58	R.A.	Installed flush valve in clubhouse bathroom, picked up supplies, repaired broken pipe in bathroom, assisted with gate latch repair
11/8/24	1	R.A.	Checked pipe repair, opened back flow and bled air out of pipes, checked flush valve operation
11/8/24	1	J.W.	Checked on pipe repair to make sure proper operation and no issues
11/11/24	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
11/13/24	3.35	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
11/18/24	4	R.A.	Unpacked and checked Christmas lights, hung all lights across roof line, hung Christmas wreath, picked up supplies
11/18/24	4	J.W.	Checked and hung Christmas lights on the roof line at amenity center, picked up supplies
11/18/24	3.55	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
11/19/24	3.18	R.A.	Hung garland around fence line, unpacked shipment of parking lot lights tops and stored, assisted manager setup for meeting, repaired several foldable tables, picked up supplies
11/20/24	2.92	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
11/21/24	7	J.W.	Straightened and organized pool deck furniture, blew leaves and debris off pool deck, tennis courts and sidewalks, pressure washed zero entry access of pool to prep for paint, cleaned outside of amenities windows, patch and paint wall and trim in clubhouse
11/25/24	3.35	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
11/25/24	5.75	J.W.	Hung Christmas décor assembly and fluffed Christmas trees, repair latch on gate assembly ordered, inspected lighting at playground
11/27/24	3.28	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 59.34

MILES 0

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 12/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR PINE RIDGE				
	10/25/24	Push Pins (3)	11.28	M.C.
	10/28/24	Zum Flush Valve Repair Kit (4)	146.79	M.C.
	11/5/24	27 Gallon Tough Tote (8)	147.02	M.C.
	11/5/24	17 Gallon Tough Tote	17.23	M.C.
	11/7/24	3/8"x3" Hex Bolt	0.61	R.A.
	11/7/24	3/8" Flat Washer (2)	0.41	R.A.
	11/7/24	3/8" Hex Nut	0.18	R.A.
	11/7/24	3/8" Lock Washer	0.31	R.A.
	11/7/24	3/8"x2 1/2" Hex Bolt	0.58	R.A.
	11/7/24	3/4" Tap Screws 70pk	14.57	R.A.
	11/7/24	1" Tap Screws 60pk	14.57	R.A.
	11/7/24	1" Sharkbite Adapter	19.50	R.A.
	11/7/24	Heat Gun	29.90	R.A.
	11/7/24	Hacksaw	9.74	R.A.
	11/7/24	Sand Paper 120 Grit 6pk	7.68	R.A.
	11/8/24	12 Gallon Flip Top Tote (3)	48.23	M.C.
	11/8/24	27 Gallon Tough Tote (3)	55.13	M.C.
	11/8/24	57 Gallon Tough Tote	45.98	M.C.
	11/8/24	24" LED Outdoor Wall Clock for Fireplace	141.44	M.C.
	11/8/24	19.7 La Crosse Outdoor Clock (2)	121.10	M.C.
	11/13/24	HDX D Batteries 12pk	17.10	M.C.
	11/14/24	Nitrile Black Gloves 80pk (2)	50.55	M.C.
	11/14/24	Microfibers 24pk	11.48	M.C.
	11/15/24	42 Gallon Trash Bags 200ct	122.98	M.C.
	11/18/24	Cord Storage Reel	15.85	R.A.
	11/18/24	75ct All Purpose Light Clips (2)	11.45	R.A.
	11/19/24	#12 Screws 1-1/4" 50pc	10.32	R.A.
	11/19/24	Flat Washers 50pc	10.26	R.A.
	11/19/24	Toggle Drywall 1/8x2" 4pc	3.43	R.A.
	11/19/24	Black Epson Printer Ink	51.88	M.C.
	11/19/24	Multipack Color Epson Printer Ink	97.67	M.C.
	11/21/24	Interior Wall Color Paint	56.33	M.C.
	11/21/24	Interior Trim Color Paint	52.88	M.C.
	11/21/24	Exterior White Trim Paint	44.83	M.C.
	11/21/24	3pk Small Paint Liner	5.49	M.C.
	11/21/24	Husky Utility Knife	9.17	M.C.
	11/21/24	2x 2in Paint Brush	18.33	M.C.
	11/21/24	Pocket Rags 6pk	5.73	M.C.
	11/21/24	6pk 1/2in Shedless Paint Rollers	14.19	M.C.
	11/21/24	5pk 9in Paint Rollers	13.73	M.C.
	11/21/24	3pk Shedless Rollers	13.20	M.C.
	11/21/24	Kilz Mold and Mildew Aerosol	14.93	M.C.
	11/21/24	Husky 18pc Ratcheting Screwdriver Set	13.77	M.C.
	11/21/24	9in Paint Liner Trays	8.03	M.C.
	11/29/24	43" Reacher	27.19	J.M.
		TOTAL	<u>\$1,532.97</u>	

Riverside Management Services, Inc

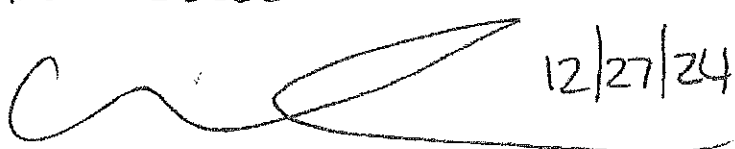
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 551
Invoice Date: 12/27/2024
Due Date: 12/27/2024
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - December 2024		2,005.00	2,005.00
• General Facility Maintenance \$1,578 1.330.57200.46000			
• Grounds Repair & maintenance \$427 1.320.53800.46000			
 12/27/24			
Alison Mossing 12-30-24			
Total			\$2,005.00
Payments/Credits			\$0.00
Balance Due			\$2,005.00

Riverside Management Services, Inc.

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

Service Detail

Bill To: Pine Ridge Plantation

Invoice Date: 12/23/24

Due Date: Upon Receipt

Amount Due: \$ 2,005.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Pressure washing started on sidewalk at amenity center	\$213.00
	Pressure washed sidewalk and curb at roundabout. Pressure washed split rail at amenity center entry and sign. Pressure washed split rail on both sides of four pillars at Tynes/Pine Ridge	\$427.00
	Pressure washed pool area pillars, grill area and side access walkway	\$304.00
	Pressure washed sidewalk and curb at amenity center	\$506.00
	Pressure washing completed on sidewalk and curb at amenity center	\$555.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

TOTAL AMOUNT DUE: \$2,005.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667 or jlambert@rmsnf.com

Remit Payment

MAKE CHECK PAYABLE TO:

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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

	
Card No. (MMYY)	Exp. Date
Cardholder Name	Cardholder Address

ADDRESSEE

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

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

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

ACCOUNT NUMBER	DATE	BALANCE
719342	1/2/2025	\$875.00

00000000075406001000000024015400000008750023

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 1/11/2025 Invoice 240154B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
1/1/2025	Water Management - Monthly		\$875.00	\$0.00	\$875.00

Please remit payment for this month's invoice.

*Lake maintenance
1.320.53866.46400
1/2/25*

RECEIVED

By Tara Lee at 9:28 am, Jan 03, 2025

Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.

Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$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

INVOICE



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

Customer #: 24488830
Invoice #: 9186436
Invoice Date: 1/1/2025
Cust PO #:

Job Number	Description	Amount
346100576	Pine Ridge CDD Exterior Maintenance For January <i>Landscape maintenance 1,320.53800.46200 12/27/24</i>	13,495.67
Total invoice amount		13,495.67
Tax amount		
Balance due		13,495.67

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 or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 24488830
Invoice #: 9186436
Invoice Date: 1/1/2025

Amount Due: \$13,495.67

Thank you for allowing us to serve you

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

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

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

CLAY TODAY

A Division of Osteen Media Group

Clay Today
3513 US Hwy 17
Fleming Island, FL 32003
904-264-3200

INVOICE

Invoice Number: 2025-293199
Invoice Date: 1/9/2025
Due Date: 2/8/2025

BILL TO
Accounts Payable
Pine Ridge Plantation C.D.D.
475 W TOWN PL
#114
SAINT AUGUSTINE, FL 32092

Advertiser
Pine Ridge Plantation C.D.D.

Customer ID
19912

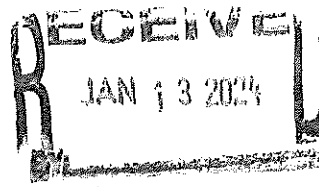
Invoice Notes	PO #	Pub.	Issue	Year	Ad Title	Ad Size	Color	Ad Inch	Net
Legal # 134309	Notice of Meeting January 21, 2025	CT - Clay Today	Jan 9	2025		Column Inch	Black & White	4.2000	\$44.10
Total:									\$44.10

Please mail payments to:
Osteen Media Group
3513 US Hwy 17
Fleming Island Florida 32003

Affidavit attached to this invoice.

Please call the office at 904-264-3200 if you would like to pay by credit card.

Please pay from this invoice. Email for inquiries or questions - legal@claytodayonline.com. Thank you for your business.



CLAY TODAY

PUBLISHER AFFIDAVIT

PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Fleming Island, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared Hugh Osteen, who on oath says that he is the publisher of the "Clay Today" a newspaper published weekly at Fleming Island in Clay County, Florida; that the attached copy of advertisement
Being a Notice of Meeting/ Pine Ridge Plantation CDD

In the matter of January 21, 2025

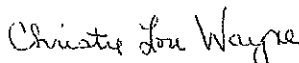
LEGAL: 134309

Was published in said newspaper in the issues:
1/9/2025

Affiant further says that said "Clay Today" is a newspaper published at Fleming Island, in said Clay County, Florida, and that the said newspaper has heretofore been continuously published in said Clay County, Florida, Weekly, and has been entered as Periodical material matter at the post Office in Orange Park, in said Clay County, Florida, for period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.



Sworn to me and subscribed before me 01/09/2025



NOTARY PUBLIC, STATE OF FLORIDA

3513 US HWY 17 Fleming Island FL 32003
Telephone (904) 264-3200
FAX (904) 264-3285
E-Mail: legal@claytodayonline.com
Christie Wayne christie@osteenmediagroup.com

Notice of Meeting Pine Ridge Plantation Community Development District

A meeting of the Board of Supervisors of the Pine Ridge Plantation Community Development District will be held on Tuesday, January 21, 2025 at 6:00 p.m. at the Pine Ridge Plantation Amenity Center, 4200 Pine Ridge Parkway, Middleburg, Florida 32068. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, FL 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based. Marilee Gilles
District Manager
Legal 134309 Published 1/9/2025 in Clay County's Clay Today newspaper

Project Manager Alex Acree



Engineering - Architecture - Planning - Surveying

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

January 13, 2025
Invoice # 192491

Project 0000021859.0000 Pine Ridge Plantation CDD

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

- Finalize Public Facilities Report

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 December 31, 2024

Phase	0002	Public Facilities Report		
		Hours	Rate	Amount
Vice President of Production		3.00	290.00	870.00
Sr. Planner 1		.50	210.00	105.00
CAD Designer 1		1.00	130.00	130.00
Project Coordinator 2		.25	100.00	25.00
Project Administrator		.50	120.00	60.00
Total Labor				1,190.00
Total Due:				1,190.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	1,190.00	3,292.50	4,482.50
Expense	0.00	63.18	63.18
Unit	0.00	9.38	9.38
Totals	1,190.00	3,365.06	4,555.06

Riverside Management Services, Inc
 475 West Town Place
 Suite 114
 St. Augustine, FL 32092

Invoice

Invoice #: 549
 Invoice Date: 1/1/2025
 Due Date: 1/1/2025
 Case:
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
1.330.57200.46200- Janitorial Services - January 2025		840.00	840.00
1.330.57200.46400- Pool Maintenance Services - January 2025		1,375.00	1,375.00
1.330.57200.34000- Contract Administration - January 2025		2,264.00	2,264.00
1.330.57200.34100-Facility Management - Pine Ridge Plantation - January 2025		5,956.00	5,956.00
Pool Chemicals - Phosphate remover		30.53	30.53

Alison Moring
 1-6-25

Total	\$10,465.53
Payments/Credits	\$0.00
Balance Due	\$10,465.53

RECEIVED
 By Tara Lee at 3:45 pm, Jan 07, 2025



KEATINGS COMMUNICATIONS
 9044659935
 1275 The Grove Rd.
 Orange Park, FL 32073

Billed To
 Maria Cranford
 Riverside Management
 Services

Date of Issue
 09/15/2024

 Due Date
 01/31/2025

Invoice Number
 20220106I

 Reference
 Full Upgrade/Update

Amount Due (USD)
\$3,240.00

Description	Rate	Qty	Line Total
Cloud Monthly Cloud Based recording 7 day option. (NAS Storage for additional)	\$270.00	12	\$3,240.00
	Subtotal		3,240.00
	Tax		0.00
	Total		3,240.00
	Amount Paid		0.00
	Amount Due (USD)		\$3,240.00

Terms
 Paid by check

Keatings Communications

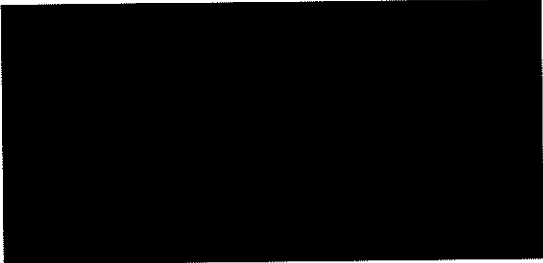
RECEIVED
 By Tara Lee at 1:22 pm, Jan 14, 2025

KUTAK ROCK LLP
TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

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

Federal ID 47-0597598

January 13, 2025



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

RECEIVED
By Tara Lee at 9:17 am, Jan 15, 2025

Invoice No. 3511850
16423-1

Re: Pine Ridge CDD - General Counsel

For Professional Legal Services Rendered

10/07/24	K. Haber	1.10	280.50	Research public officer conflict of interest
10/07/24	W. Haber	0.20	52.00	Confer with Giles regarding conflict question
10/14/24	K. Jusevitch	0.20	25.00	Review annual agency invoice
11/05/24	W. Haber	0.20	52.00	Review proposed agenda
11/15/24	W. Haber	0.20	52.00	Review correspondence regarding lake restoration
11/18/24	W. Haber	0.20	52.00	Prepare for Board meeting
11/19/24	W. Haber	0.90	234.00	Prepare for and participate in Board meeting
TOTAL HOURS		3.00		

KUTAK ROCK LLP

Pine Ridge CDD

January 13, 2025

Client Matter No. 16423-1

Invoice No. 3511850

Page 2

TOTAL FOR SERVICES RENDERED \$747.50

DISBURSEMENTS

Computer Research 31.04

TOTAL DISBURSEMENTS 31.04

TOTAL CURRENT AMOUNT DUE \$778.54


Riverside Management Services, Inc
 475 West Town Place
 Suite 114
 St. Augustine, FL 32092

Invoice

Invoice #: 552
 Invoice Date: 1/13/2025
 Due Date: 1/13/2025
 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 December 1 - December 31, 2024		2,834.80	2,834.80
Maintenance Supplies		670.07	670.07
<ul style="list-style-type: none"> • General Facility Maintenance - \$2,000 1.330.57200.46000 • Grounds Repair & Maintenance - \$834.80 1.320.53800.46000 • Janitorial Supplies - \$151.97 1.330.57200.46201 • Amenity Repairs & Replacements - \$518.10 1.330.57200.46100 			
 1/14/25			
Total			\$3,504.87
Payments/Credits			\$0.00
Balance Due			\$3,504.87

Alison Moring
 1-16-25

RECEIVED

By Tara Lee at 3:01 pm, Jan 17, 2025

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
12/2/24	3.35	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
12/4/24	3.42	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
12/5/24	8.07	J.W.	Continued drywall repair and painting in clubhouse, continued painting and repairing wall trim boards, blew leaves and debris off pool deck and sidewalks
12/6/24	8.62	J.W.	Continued repair and paint on trim and walls, replaced sink drains in kitchen, fixed hinge on men's restroom door, did test on UV system for splash pad
12/9/24	3.12	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
12/11/24	3.22	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
12/12/24	8	J.W.	Touch up entrance gate, paint main property sign, touch up playground paint, reattached windscreen on tennis courts, removed debris on tennis courts, changed A/C filters, diagnosed water fountain issue for repair, put wreaths on property monuments
12/16/24	3.05	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
12/18/24	2	J.W.	Steamed cleaned chairs for events, fixed loose table top, fixed pickleball nets
12/18/24	3.03	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
12/19/24	8	J.W.	Pressure washed windows and walls of breezeway, touch up paint in gym and clubhouse, continued cleaning chairs for event, changed air filter in office, walked amenity center and applied ant killer to ant mounds, blew leaves and debris off sidewalks and tennis courts
12/23/24	3.25	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
12/26/24	7.62	J.W.	Repaired drinking fountain, replaced air filters with proper sized ones, fixed broken swings, repaired four table supports, checked out gym door handle and suggested fix, reattached crown molding in clubhouse
12/26/24	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
12/31/24	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

TOTAL 70.87

MILES 0

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 1/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
PR				
PINE RIDGE				
	12/6/24	#24 Mop Head Refills 2pk	20.09	M.C.
	12/6/24	Fixed Post Kitchen Sink Stainer (2)	24.77	M.C.
	12/6/24	90oz Plumbers Putty	5.38	M.C.
	12/13/24	Paper Towels	37.21	M.C.
	12/13/24	Toilet Paper 32pk (2)	73.78	M.C.
	12/16/24	23x23.5x1 Air Filters 4pk	69.01	M.C.
	12/16/24	23x19.5x1 Air Filters 4pk	64.08	M.C.
	12/16/24	16x24x2 Air Filters 12pk	135.94	M.C.
	12/16/24	Elkay Wasteline Drain Assembly	56.06	M.C.
	12/16/24	Elkay Upper Shroud with Wiring	124.66	M.C.
	12/16/24	Elkay Upper Shroud with Wiring	17.69	M.C.
	12/19/24	Woolite Carpet & Upholstery Cleaner (3)	3.20	M.C.
	12/19/24	Scrub Brush	6.88	M.C.
	12/26/24	Plastic Wall Anchors 100pc	3.43	M.C.
	12/26/24	#10 x 1/2" Screws 25pc	9.17	M.C.
	12/26/24	#10 x 5/8" Screws 100pc	18.72	M.C.
	12/26/24	Magnetic Pick Up Tool		
		TOTAL	<u>\$670.07</u>	



PAYMENT ADDRESS:
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503
 904-355-5300 • Fax: 904-353-1493 • Toll Free: 800-225-5305 • turnerpest.com

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

Service Slip/Invoice

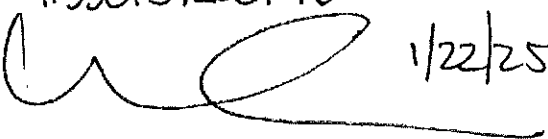
INVOICE: 620191853
DATE: 01/17/2025
ORDER: 620191853

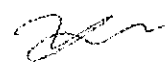
Phone: [347869]
 Pineridge Plantation
 Maria Cranford
 4200 Pine Ridge Pkwy
 Middleburg, FL 32068-9216

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

Work Date	Time	Target Pest	Technician	Time In
01/17/2025	10:39 AM	GHP		10:39 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
JOHN	NET 30	01/17/2025		11:10 AM

Service	Description	Price
CPCQ	Commercial Pest Control - Quarterly Service	\$120.94
SUBTOTAL		\$120.94
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$120.94

General Facility Maintenance
 1.330.57200.46000
 1/22/25



 TECHNICIAN SIGNATURE

 CUSTOMER SIGNATURE

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

PLEASE PAY FROM THIS INVOICE

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #	
1/23/25	00208	1/20/25 APP1	202501 320-53800-60000	DEP - PR SPORTS LIGHTING	*	40,500.00		
							T & M ELECTRIC OF CLAY COUNTY, LLC	40,500.00 000076
1/23/25	00034	1/20/24 W0431782	202501 320-53800-60000	LED PARKING LOT FIXTURES	*	1,686.72		
							1000BULBS.COM	1,686.72 000077
TOTAL FOR BANK B						42,186.72		
TOTAL FOR REGISTER						42,186.72		

AIA Type Document
Application and Certification for Payment

TO CONTRACTOR: Pine Ridge Plantation
 Community Development District
 4200 Pine Ridge Parkway
 Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lightng
 4200 Pine Ridge Parkway
 Middleburg, FL 32068

APPLICATION NO: 1
PERIOD TO: 01/25/2025

DISTRIBUTION TO:
 - OWNER
 - ARCHITECT
 - CONTRACTOR
 - SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M VIA (ARCHITECT):
(SUBCONTRACTOR): 200 College Drive
 Orange Park, FL 32065

**ARCHITECT'S
 PROJECT NO:**

SUBCONTRACT FOR:

SUBCONTRACT DATE:

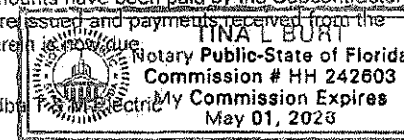
SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Subcontract. Continuation Sheet, AIA Type Document is attached.

1. ORIGINAL SUBCONTRACT SUM	\$..	56,565.00
2. Net Change by Change Orders	\$..	12,300.00
3. SUBCONTRACT SUM TO DATE (Line 1 + 2)	\$..	68,865.00
4. TOTAL COMPLETED AND STORED TO DATE	\$..	45,000.00
5. RETAINAGE:		
a. <u>10.00</u> % of Completed Work	\$..	4,500.00
b. <u>0.00</u> % of Stored Material	\$..	0.00
Total retainage (Line 5a + 5b)	\$..	4,500.00
6. TOTAL EARNED LESS RETAINAGE	\$..	40,500.00
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$..	0.00
8. CURRENT PAYMENT DUE	\$..	40,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$..	28,365.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner or Contractor	0.00	0.00
Total approved this Month	12,300.00	0.00
TOTALS	12,300.00	0.00
NET CHANGES by Change Order	12,300.00	

The Undersigned Subcontractor certifies that to the best of the Subcontractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work for which previous Certificates for Payment were issued and payments received from the owner or contractor, and that current payment shown hereon is now due.



SUBCONTRACTOR: T&M Electric of Clay County, LLC dba T & M Electric
 200 College Drive
 Orange Park, FL 32065

By: [Signature]
 Daniel R. Newton / Vice President

Date: 1/20/25

State of: FL

County of: Clay

Subscribed and Sworn to before me this 20th Day of Jan 20 25

Notary Public: [Signature]

My Commission Expires: 5/1/2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Subcontractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Subcontractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner, Contractor or Subcontractor under this Contract.

AIA Type Document
Application and Certification for Payment

TO CONTRACTOR: Pine Ridge Plantation
Community Development District
4200 Pine Ridge Parkway
Middleburg, FL 32068

PROJECT: Pine Ridge Sports Lightng
4200 Pine Ridge Parkway
Middleburg, FL 32068

APPLICATION NO: 1
PERIOD TO: 01/25/2025

DISTRIBUTION TO:
 OWNER
 ARCHITECT
 CONTRACTOR
 SUBCONTRACTOR

FROM T&M Electric of Clay County, LLC dba T & M
(SUBCONTRACTOR): 200 College Drive
Orange Park, FL 32065

**ARCHITECT'S
PROJECT NO:**

SUBCONTRACT FOR:

SUBCONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Mobilization	4,000.00	0.00	4,000.00	0.00	4,000.00	100.00	0.00	400.00
2	Gear	1,500.00	0.00	1,500.00	0.00	1,500.00	100.00	0.00	150.00
3	Install Gear	1,500.00	0.00	1,500.00	0.00	1,500.00	100.00	0.00	150.00
4	Site Rough	35,000.00	0.00	30,000.00	0.00	30,000.00	85.71	5,000.00	3,000.00
5	Install Lights and Poles	14,565.00	0.00	8,000.00	0.00	8,000.00	54.93	6,565.00	800.00
6	Concrete Bases	12,300.00	0.00	0.00	0.00	0.00	0.00	12,300.00	0.00
REPORT TOTALS		\$68,865.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	65.35	\$23,865.00	\$4,500.00



Tel: 800-624-4488 | Fax: 972-543-0538 | 2140 Merritt Dr Garland, TX 75041 | 1000Bulbs.com

Invoice: W04317827

Bill To:

Pine Ridge Plantation CDD
4200 Pine Ridge Pkwy
Middleburg, FL 32068
904-562-0249

PO Number: Pine Ridge Plantation CDD

Sales Order: S04354231

Ship To:

Pine Ridge Plantation CDD
Attn: Pine Ridge Plantation
CDD
4200 Pine Ridge Pkwy
MIDDLEBURG, FL 32068

Order Date	01/20/2025	Invoice Date	01/20/2025	Due Date	02/19/2025
Customer #	1705529	Terms	Net 30	Web#	14803432
Salesperson	Breanne Coe	Phone	972-535-0924	Email	bcoe@1000bulbs.com

Part #	Description	Ordered	Shipped	Unit Price	Ext Price
PLT-13017	48,000 Lumens - 300 Watt - 5000 Kelvin - LED Parking Lot Fixture 1000 Watt Metal Halide Equal - Type V - Excel Series Mounting Hardware Sold Separately - 120-277 Volt - PLT-13017	8	8	\$182.47	\$1,459.76
PLT-13008	Slipfitter Mount - For 2 3/8 in. Tenon - Bronze For use with PLT Grandview or Excel Series LED Area Light Fixtures - PLT-13008	8	8	\$28.37	\$226.96

Ship Via	Fedex
Tracking #	284545524189

Subtotal:	\$1,686.72
	\$0.00
	\$0.00
	\$1,686.72

Please mail payment by check to

Dept. 2112
P.O. Box 650850
Dallas, TX 75265-0850
Phone: (800) 624-4488

Please send ACH/Wire payments to

Account Name: 1000Bulbs.com
Account Number 5501771496
Routing Number 113024164
Bank Name: Veritex Community Bank
Bank Address: 8214 Westchester Drive, Suite 100, Dallas, TX 75225